

2016



Industrial Areas Community Improvement Plan

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1 Introduction and Purpose of Community Improvement Plan

1.1 Introduction

The Bradford Industrial Areas Community Improvement Plan is a 5 year Community Improvement Plan enabled under Section 28 of the Planning Act. This document comprises the community improvement plan and herein establishes the rationale, geographic area of coverage, eligibility criteria and nature of incentive programs to meet the intent of the Plan.

This document is the first update to the original Community Improvement Plan published in 2013.

1.2 Purpose

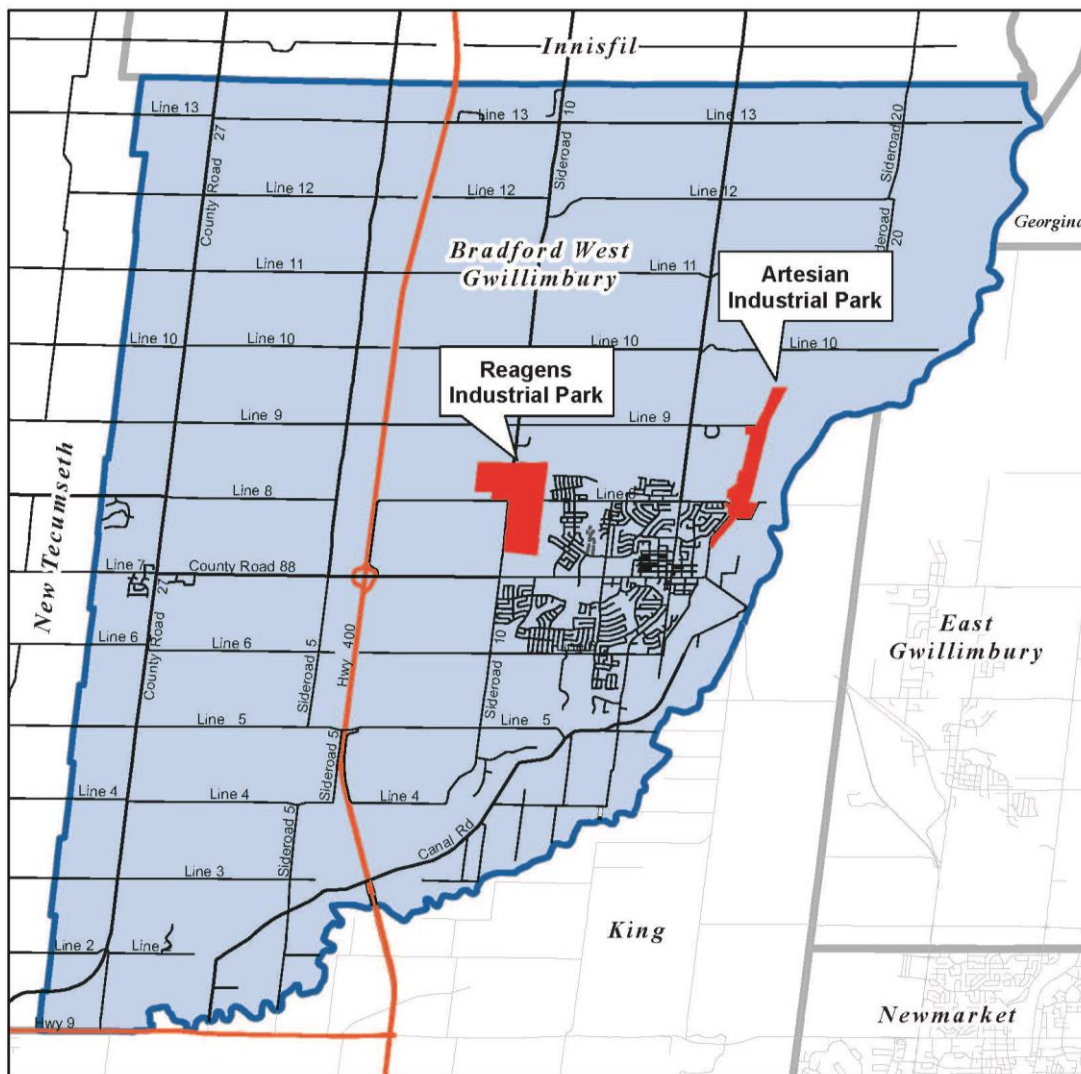
The objectives of this Community Improvement Plan are to:

- A. Stimulate investment by the private sector in industrially-zoned employment districts including Artesian and Reagens Industrial Parks;
- B. By so doing, provide or direct contribution to achieving fundamental economic development goals of the Town of Bradford West Gwillimbury;
- C. More particularly this may include stimulus to new investment in industrial buildings, operations and employment by existing, new or relocating firms;
- D. By contributing to the build-out of these Parks, this plan will help meet the goals of existing businesses located in these Parks to expand, and thereby retain and potentially create new or higher paying jobs which may have beneficial impacts elsewhere in the local economy;
- E. Most specifically, the Plan is a basis for removing/reducing certain business costs which, in and of themselves, may act as a constraint to development.

2 Industrial Activity in Bradford West Gwillimbury (BWG)

The Town of Bradford West Gwillimbury is a lower-tier municipality at the south-eastern edge of Simcoe County; with the eastern and southern edges of the municipality bordering the Greenbelt Area. The location of the Bradford Industrial Areas Community Improvement Project Area (CIPA) within the context of the Town is shown in red in the Exhibit below.

Exhibit 1: Locational Context of the Bradford Industrial Community Improvement Project Areas



Source: Mapping, Sierra Planning and Management (2013); GIS Data, Town of Bradford West Gwillimbury (2016)

Artesian and Reagens are functioning industrial parks which encompass a significant portion of the Town's vacant serviced employment land supply. Development within the Parks has significantly declined in the last 10 years.



Artesian Industrial Park,
Bradford West Gwillimbury

2.1 Artesian Industrial Park

Artesian is a 171.9 acre industrial park registered in May 1988 as Plan 51M-333. The Park was not serviced at the time of registration. Individual lots were originally developed on private servicing (i.e. private water well and septic systems). The Park was later connected to full municipal services.

Artesian is the older and least active of the two industrial areas. The Park characteristically features smaller land parcels (roughly 52% of lots in the Park are 2 acres or smaller in size¹) in comparison to Reagens. The estimated rate of vacancy in the Park (based on vacant land acreage versus total Park acreage) is 37%; with 54% (14 lots) of vacant lots being less than 2 acres and another 23% being anywhere from 2-3 acres (see Exhibits 2 and 4). Pre-serviced lands, adjacent railway line service and proximity to the Downtown and to key transit gateways in Bradford are prime features of the Park. Challenges to site development relate to accessibility and visibility of the Park as well as the relatively small size of many of the vacant lots which have a degree of fragmentation (i.e. not contiguous). Exhibit 3 provides an inventory of the range of establishments located in the Park.

Exhibit 2: Land Area and Vacancy in the Artesian and Reagens Industrial Parks

	Total Land Area		Vacant Land		% Acreage Vacant
	Acres	Hectares	Acres	Hectares	
Reagens Industrial Park	329.1	133.19	184.53	74.67	56%
Artesian Industrial Park	171.94	69.58	63.38	25.65	37%
Total for Existing Industrial Park Lands:	501.06	202.77	247.90	100.32	49%

2.2 Reagens Industrial Park

Reagens Industrial Park, located on the west end of Bradford near Highway 400, is a 329.1 acre site occupied by several large manufacturers. The Park was created by severance – the first which was 10 Reagens (Royal Group) which was created by Consent B34/89 and was not on municipal services at the time of development. The Park was later connected to full municipal services.

¹ Park inventories provided by the Town identify that of a total of 56 lots located within the Artesian Industrial Park 29 lots (52%) are smaller than 2 acres. Another 13 lots (23%) are between 2-3 acres

Despite having fewer lots than Artesian, the Park has several larger land parcels of significant size². Despite the presence of a few sizable vacant lots, potential for growth and development in the Park will largely be based on opportunities for operational expansion on occupied sites.

Proximity to Highway 400 offering prime logistic access to the GTA and key transit gateways in Bradford are key features of the Park. Exhibit 3 provides an inventory of the range of establishments located in the Park.



Reagens Industrial Park, Bradford West Gwillimbury

Exhibit 3: Inventory of Establishments in the Artesian and Reagens Industrial Parks (2012)

Artesian Industrial Park			Reagens Industrial Park		
Type of Establishment	No. of Est.	% of Tot.	Type of Establishment	No. of Est.	% of Tot.
Manufacturing	7	10%	Manufacturing	7	30%
Utilities/Energy	2	3%	Utilities/Energy	0	0%
Transportation (Freight and Shipping)	6	8%	Transportation (Freight and Shipping)	4	17%
Construction/Related	8	11%	Construction	1	4%
Aggregate	1	1%	Aggregate	0	0%
Commercial (largely Highway Commercial)	17	24%	Commercial (largely Highway Commercial)	0	0%
Food Packing/Processing	1	1%	Food Packing/Processing	1	4%
Other					
Government	1	1%	Government	1	4%
Unknown	2	3%	Unknown	2	9%
Vacant Industrial Land	26	37%	Vacant Industrial Land	7	30%
Total:	69	100%	Total:	23	100%

NOTE: *Businesses within multi-unit buildings/industrial malls have been included

Source: Town of Bradford West Gwillimbury Economic Development Department Inventories for BWG Industrial Parks (2013)

² Park inventories provided by the Town identify that of a total of 24 lots located within the Reagens Industrial Park 4 lots (17%) were 2 acres or smaller. Another 4 lots (17%) were between 2 to 3 acres

2.3 Employment Growth and Emerging Industrial Areas

Servicing constraints on new employment lands necessitate the prioritization of the development of Bradford's existing industrial areas; whereby lands in the Artesian and Reagens industrial parks constitute a source of investment-ready and 'shovel-ready' development opportunities for the Town.

Exhibit 4: Vacant Land in Artesian and Reagens Industrial Parks (as of January 2013)

Reagens Industrial Park				
Location	Property Type	Shape Area	Sq. Ft.	Acres
3100 10th Sideroad	Farm W/Out Bldgs. Or Struct	394398.32	4245264.03	97.46
3004 Line 8	Farm W/Out Bldgs. Or Struct	206745.56	2225388.54	51.09
70 Reagens Industrial Court	Vacant Industrial Land	11066.36	119117.20	2.73
Reagens Industrial Court	Vacant Industrial Land	3684.16	39655.97	0.91
80 Reagens Industrial Pky	Vacant Industrial Land	3684.09	39655.16	0.91
25 Reagens Industrial Pky	Vacant Industrial Land	10413.53	112090.18	2.57
3111 10th Sideroad	Vacant Industrial Land	116760.23	1256795.47	28.85
		Total:	1448196.78	184.53
Artesian Industrial Park				
Location	Property Type	Shape Area	Sq. Ft.	Acres
Industrial Rd	Vacant Industrial Land	18667.19	200931.81	4.61
235 Artesian Industrial Pky	Vacant Industrial Land	14123.86	152027.83	3.49
195 Artesian Industrial Pky	Vacant Industrial Land	9893.58	106493.54	2.44
175 Artesian Industrial Pky	Vacant Industrial Land	9893.95	106497.54	2.44
145 Artesian Industrial Pky	Vacant Industrial Land	11217.53	120744.37	2.77
Plan M333 Pt. Blk 35 Rp 51r25624 Parts 2 & 3	Vacant Industrial Land	1548.67	16669.69	0.38
125 Artesian Industrial Pky	Vacant Industrial Land	12997.44	139903.14	3.21
115 Artesian Industrial Pky	Vacant Industrial Land	9285.83	99951.72	2.29
105 Artesian Industrial Pky	Vacant Industrial Land	9285.99	99953.49	2.29
95 Artesian Industrial Pky	Vacant Industrial Land	9286.12	99954.90	2.29
35 Artesian Industrial Pky	Vacant Industrial Land	62503.15	672777.68	15.44
5 Artesian Industrial Pky	Vacant Industrial Land	5569.20	59946.26	1.38
20 Artesian Industrial Pky	Vacant Industrial Land	15856.24	170675.01	3.92
40 Artesian Industrial Pky	Vacant Industrial Land	2055.11	22121.04	0.51
80 Artesian Industrial Pky	Vacant Industrial Land	3961.80	42644.40	0.98
90 Artesian Industrial Pky	Vacant Industrial Land	4132.64	44483.33	1.02
130 Artesian Industrial Pky	Vacant Industrial Land	4323.93	46542.38	1.07
140 Artesian Industrial Pky	Vacant Industrial Land	6058.49	65212.97	1.50
200 Artesian Industrial Pky	Vacant Industrial Land	4090.92	44034.30	1.01
220 Artesian Industrial Pky	Vacant Industrial Land	4090.82	44033.19	1.01
230 Artesian Industrial Pky	Vacant Industrial Land	4090.89	44033.97	1.01
240 Artesian Industrial Pky	Vacant Industrial Land	4090.78	44032.78	1.01
260 Artesian Industrial Pky	Vacant Industrial Land	5159.36	55534.79	1.27
290 Artesian Industrial Pky	Vacant Industrial Land	4171.22	44898.58	1.03
Line 9	Vacant Res Land Not On Water	12435.04	133849.54	3.07
2244 Line 8	Vacant Res Land Not On Water	7692.27	82798.84	1.90
		Total:	2760747.098	63.38

Source: Town of Bradford West Gwillimbury Planning Department (Geographic Information Systems) January 2013

The population of Bradford West Gwillimbury is targeted to grow to 50,500 people and 18,000 jobs by 2031³. The Growth Plan for the Greater Golden Horseshoe (2006) (Amendment 1) identifies the *Bradford West Gwillimbury Strategic Settlement Employment Area* – which encompasses lands along both sides of Highway 400 between the 5th Line and 9th Line – as employment lands to be developed to support growth in the Town. The Town of Bradford West Gwillimbury identifies that the development of the Highway 400 Employment Lands is anticipated to accommodate approximately 7,300 employees by 2031⁴. However, lands are currently unserved by water, wastewater and sewer. Servicing of the Highway 400 lands awaits finalization of a financial agreement between the Town and benefitting landowners⁵.

Short to medium term municipal priorities for business development and industry attraction (see Section 4) require immediate action to stimulate business and property development in the existing industrial areas which have the potential to accommodate a range of medium to large enterprises. The Bradford Industrial Areas Community Improvement Plan (CIP) is a valuable means to support such action.

2.4 Importance of Industry to Bradford's Economy

Manufacturing, wholesale trade, construction, and transportation sectors (primary employment activities affecting industrial land supply and demand) constitute important sources of employment activity in the County of Simcoe as well as the Town.

Exhibit 5: BWG Labour Force by Industry (2006), Ranked against Other Areas in Simcoe County (Selection of Top 5 Areas)

Construction			% of County Labour Force	Manufacturing			% of County Labour Force	Transportation & Warehousing			% of County Labour Force
1	Barrie	5,320	27%	1	Barrie	10,315	30 %	1	Barrie	3,810	35%
2	Innisfill	1,735	9%	2	New Tech.	3,175	9%	2	New Tech.	975	9%
3	BWG	1,495	8%	3	Innisfill	2,820	8%	3	Innisfill	935	9%
4	New Techumseth	1,295	7%	4	BWG	2,460	7%	4	BWG	705	7%
5	Oro-Medonte	1,170	6%	5	Midland	1,885	6%	5	Essa	555	5%
Simcoe County		19,490	100%	Simcoe County		34,205	100%	Simcoe County		10,835	100%

Industrial land related activity⁶ accounted for around 35% of jobs in Bradford in 2006 and is expected to continue to be a significant source of employment in the Town. Further development of the Artesian and Reagens industrial parks is therefore to be encouraged to maximize such growth.

2.5 Historic Building Permit Activity

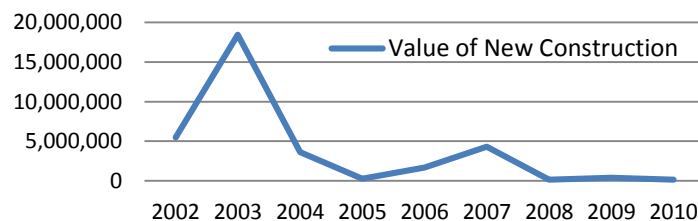
A review of historic building permit activity for the Town shows that over the course of 2002-2010, despite fluctuations, new industrial building activity in the Town has generally declined. Exhibit 6 shows the value of new industrial construction declined markedly after 2003 (from \$18,458,000⁷ to 3,631,000 in 2004), increasing somewhat in 2007 (to \$4,303,000). Since 2008, Bradford has observed some of the lowest rates of investment in new industrial builds with absolutely zero industrial construction activity (i.e. new builds, additions and improvements) occurring in 2011.

Exhibit 6: Value of New Industrial Construction in Bradford West Gwillimbury, 2002-2010

Total Value of New Non-Residential Construction in BWG for 2002-10 (000's 2011 \$)*		
	Value (000's)	% of Total Value
Industrial	34,522	19%
Commercial	95,782	54%
Institutional	48,107	27%
Total	178,411	100%

*Figures have been inflated to year-end 2010 (January, 2011) dollars.

Value of New Industrial Construction in Bradford West Gwillimbury, 2002-2010 (000's 2011 \$)



Source: Town of Bradford West Gwillimbury (2012) Development Charge Background Study Update For Water, Wastewater and Road Services

Building permit reports for 2012 showed that as of September last year there was marginal improvement in industrial construction activity. A total of 2 permits were issued for developments valued at \$1,850,000.

Between the years 2002 to 2010 new non-residential construction in the Town of Bradford West Gwillimbury was valued at a total of \$178,411,000 – 19% (\$34,522,000) of which was the result of new industrial builds compared to 54% for new commercial and 27% for new institutional (see Exhibit 6). Exhibit 7 shows that neighbouring municipalities to Bradford – specifically Essa and New Tecumseth – experienced the largest

⁶ Defined by the following industries: Manufacturing, Wholesale Trade, Construction, and Transportation/Storage/Utility

⁷ Town of Bradford West Gwillimbury (2012) Development Charge Background Study Update For Water, Wastewater and Road Services

investment in industrial land development within the County of Simcoe in 2011 (latest available County data).

Exhibit 7: Non-Residential Construction Values for the County of Simcoe, 2011

Townships and Cities	Industrial	% of County Total
Adjala-Tosorontio	\$0	0.0%
Bradford West Gwillimbury	\$0	0.0%
Clearview	\$102,000	0.5%
Collingwood	\$977,000	5.0%
Essa	\$6,735,190	34.2%
Innisfil	\$235,153	1.2%
New Tecumseth	\$4,181,300	21.3%
Midland	\$1,067,135	5.4%
Oro-Medonte	\$1,667,220	8.5%
Penetanguishene	\$3,248,000	16.5%
Ramara	\$0	0.0%
Severn	\$492,500	2.5%
Springwater	\$930,000	4.7%
Tay	\$0	0.0%
Tiny	\$0	0.0%
Wasaga Beach	\$30,000	0.2%
Simcoe County Total	\$19,665,498	100.0%

Source: County of Simcoe (2012)

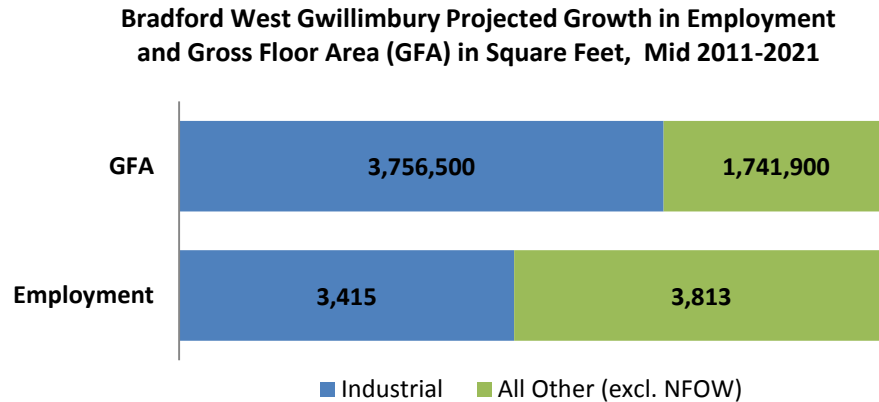
2.6 Projections of Industrial Growth

Bradford has approximately 575 hectares (1,420 acres) of net developable employment lands; 52% (300 hectares/740 acres) of which are estimated to be developed by 2031⁸. Roughly 17% (49.7 hectares/122.7 acres) of industrial land forecasted to be developed by 2031 is sited within the Artesian and Reagens industrial parks.

⁸ Town of Bradford West Gwillimbury (2012) Development Charge Background Study Update For Water, Wastewater and Road Services

Notwithstanding, the remaining lands are not serviced and full build-out of Reagens and Artesian represents a priority. Their development also represents the maximizing of existing built infrastructure prior to the servicing of new industrial lands to accommodate the demand for development.

Exhibit 8: Bradford West Gwillimbury Employment (Excluding "Work at Home" and "No Fixed Place of Work") and Gross Floor Area Forecast, 2011-2021



Source: Town of Bradford West Gwillimbury (2012) Development Charge Background Study Update For Water, Wastewater and Road Services

Future industrial land development and related employment is expected to contribute significant net gains to Town. The 2012 Development Charge (DC) Background Study Update identifies that employment generated by the development of vacant employment lands within the Bradford Settlement Area and the BWG Strategic Settlement Employment Area may likely exceed the employment allocation forecasted by the Growth Plan. The DC Background Study (2012) estimated total employment for the Town is may be 16,070 by mid-2021 and as high as 21,220 by mid-2031 – reflecting an increase of 6,290 jobs in the Town by 2021 and 11,430 jobs by 2031. The development of vacant industrial lands in the Town is expected to account for just over 50% (3,415 jobs) of the forecasted growth in employment by 2021⁹ (See Exhibit 8).

⁹ Town of Bradford West Gwillimbury (2012) Development Charge Background Study Update For Water, Wastewater and Road Services

Industrial growth is expected to play a key role in future land development in Bradford. New industrial builds are expected to account for 68% (3,756,500 Sq. Ft.) of non-residential Gross Floor Area (GFA) to be developed by 2021¹⁰. However, in light of recent trends in industrial land development in the Town, the mere availability of serviced land is insufficient impetus to stimulate investment and construction on employment lands. Rather a range of factors including but not limited to location, available labour, cost/benefit and competitive advantage of investment in the Town contribute to industrial land development and business attraction.

The CIP is expected to assist the Town's efforts to meet its industrial land development and employment growth targets for 2031, providing fiscal incentives for vacant land development within its existing industrial areas.

¹⁰ Town of Bradford West Gwillimbury (2012) Development Charge Background Study Update For Water, Wastewater and Road Services

Relevant definitions under Section 28(1) of the Planning Act

“community improvement” means the planning or replanning, design or redesign, resubdivision, clearance, development or redevelopment, construction, reconstruction and rehabilitation, improvement of energy efficiency, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses, buildings, structures, works, improvements or facilities, or spaces therefore, as may be appropriate or necessary;

“community improvement plan” means a plan for the community improvement of a community improvement project area;

“community improvement project area” means a municipality or an area within a municipality, the community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason. R.S.O. 1990, c. P.13, s. 28 (1); 2001, c. 17, s. 7 (1, 2); 2006, c. 23, s. 14 (1).

3 Legislative Provisions and Policy Supports

3.1 Planning Act Provisions for Community Improvement Plans

Municipalities with community improvement policies in their official plans have the authority under Section 28 of the Ontario Planning Act to designate a Community Improvement Project Area, hereafter referred to as CIPA, and to prepare and adopt a Community Improvement Plan (CIP). The definitions of “community improvement,” “community improvement plan,” and “community improvement project area” can be viewed in the sidebar.

In implementing the CIP, municipalities may also provide “grants or loans, in conformity with the community improvement plan, to registered owners, assessed owners and tenants of lands and buildings within the community improvement project area (Planning Act, Section 28(7)).” Eligible costs include those “related to environmental site assessment, environmental remediation, development, redevelopment, construction and reconstruction of lands and buildings for rehabilitation purposes or for the provision of energy efficient uses, buildings, structures, works, improvements or facilities (Planning Act, Section 28(7.1)).”

3.2 Provincial Policy Statement (PPS), 2014

Provincial Policy Statements (PPS) are issued by the Government of Ontario to provide direction on matters of provincial interest as it relates to planning and development. Section 1.3 and section 1.7 of the PPS supports the goals of this CIP as follows:

1.3.1 Planning authorities shall promote economic development and competitiveness by:

- a) providing for an appropriate mix and range of employment and institutional uses to meet long-term needs;
- b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;
- c) encouraging compact, mixed-use development that incorporates compatible employment uses to support liveable and resilient communities; and
- d) ensuring the necessary *infrastructure* is provided to support current and projected needs.

1.3.2 Employment Areas

1.3.2.1 Planning authorities shall plan for, protect and preserve *employment areas* for current and future uses and ensure that the necessary *infrastructure* is provided to support current and projected needs. Planning for, protecting and preserving employment areas for current and future uses. (PPS, Section 1.3 (1.3.1))”

1.7 Long-Term Economic Prosperity

1.7.1 Long-term economic prosperity should be supported by:

- a) promoting opportunities for economic development and community investment-readiness;
- b) optimizing the long-term availability and use of land, resources, *infrastructure*, electricity generation facilities and transmission and distribution systems, and *public service facilities*;

This CIP will assist in enabling employment uses on employment land, such as industrial use, without which opportunity may be restricted to other forms of commercial development which are not primarily the intent of the industrial areas. Industrial use is a prime generator of stable employment growth and spending in the community through employment and income created in these firms as well as opportunities for materials suppliers and services located in the Town. The intent of recent zoning changes in Bradford supports these goals.

3.3 Municipal Act Provisions for CIP Grants and Loans

The following sections of the Ontario *Municipal Act, 2001* are relevant to the implementation of community improvement plans:

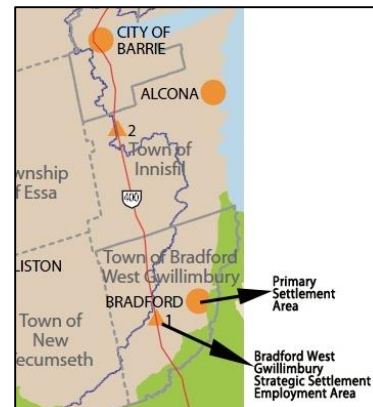
- Section 106(1) prohibits municipalities from engaging in bonusing – the practice of providing direct or indirect assistance to manufacturing, industrial or commercial businesses through the use of financial incentives. However, a municipality exercising its authority to implement a community improvement plan under Section 28 of the *Planning Act* is exempt from this section (*Municipal Act*, Section 106(3)).
- Section 365.1(2) is also exempt from Section 106(1) and allows municipalities to pass by-laws that cancel “all or a portion of the taxes for municipal and school purposes levied on one or more specified eligible properties, on such conditions as the municipality may determine.” This section applies only to lands with demonstrated contamination. Cancelling taxes for school purposes requires written approval by the Minister of Finance.

3.4 Growth Plan for the Greater Golden Horseshoe, 2006 – Amendment 1 (2012)

The Growth Plan is a framework for managing growth in the Greater Golden Horseshoe until 2031. The Plan provides guidance for local and regional decision-making as it relates land use planning, housing, transportation and infrastructure planning. The Growth Plan projects Bradford's population is to grow to 50,500 people (from a population of 28,077 in 2011¹¹) and 18,000 jobs by 2031.

Section 6 of the Growth Plan (provided for under the Amendment 1 (2012)) provides further direction for growth in the Simcoe Sub-area. Section 6 identifies the Town of Bradford West Gwillimbury is to accommodate a significant portion of its forecasted population and employment growth to the primary settlement area, within which the subject industrial parks are located. Under Section 6 the Town may direct appropriate employment to the *Bradford West Gwillimbury Strategic Employment Area* to meet the employment forecast (see Exhibit 9).

Exhibit 9: Primary Settlement Area of the Town of Bradford West Gwillimbury



3.5 County of Simcoe Official Plan

Status: Adopted 2008; 2012 Draft Official Plan under review

The Town of Bradford West Gwillimbury is a lower-tier municipality in the County of Simcoe. There is no specific verbiage pertaining to Community Improvement Planning in the 2007 County of Simcoe Official Plan and the 2012 Draft County of Simcoe Official Plan. The County released its draft Official Plan in 2012 to bring its plan into conformity with Amendment 1 of the Growth Plan for the Greater Golden Horseshoe.

Regarding development growth, Section 3.2.3 of the Draft County of Simcoe Official Plan (2012) directs its local municipalities to direct development to settlement areas "with particular emphasis on primary settlement areas." Section 3.2.8 of the Draft County of Simcoe OP (2012) provides that "each local municipality will identify, plan for, protect and preserve employment areas in their official plans for current and future employment uses."

3.6 Town of Bradford West Gwillimbury Official Plan

Status: Last consolidated in 2002, currently undergoing review

Only municipalities with community improvement policies in their Official Plans have the authority under the Planning Act to designate a CIPA and to prepare a CIP. Under Section 10.10.1 of the Town of Bradford West Gwillimbury Official Plan (2002), the Town may become involved in Community Improvement program.

The Official Plan acknowledges that growth in the Town's population will continue to strengthen given its proximity to the Greater Toronto Area, and states that the majority of new development (and 85% of anticipated population and household growth) should occur within the Bradford Urban Area wherewith the Artesian Industrial Park and Reagens Industrial Park are located.

¹¹ Statistics Canada, 2011 Census – Bradford West Gwillimbury Census Profile

4 Industrial Development Key to BWG Growth

The Town of Bradford West Gwillimbury has earmarked industrial growth, development and prosperity as a priority for the economic vitality of the Town. Industrial activity has manifold socio-economic impacts on a municipality, supporting a range of economic sectors, retail and residential growth and employment opportunities for residents to live and work in Bradford.

Bradford's Official Plan (2002) identified that the Town has a low employment activity rate as a significant proportion of its labour force commute to jobs outside of Bradford. In recognition of this, Section 3.7 of the OP supports the optimal development of industry and employment lands in support of employment growth as follows:

- “Due to the number of commuters, the Town has a low employment activity rate. The Town encourages industrial and commercial development to increase the employment activity rate, and provide more local employment opportunities (Town of Bradford West Gwillimbury OP (2002), Section 3.7.1).”
- “In order to accommodate future demands for employment lands, a supply of adequately serviced lands will be maintained (Town of Bradford West Gwillimbury OP (2002), Section 3.7.3).”

While the Town has the potential to support a range of growing economic sectors, the Strategy identified a lack of planning for employment growth (past focus being on residential development) as a limitation to economic growth in the municipality, further compounded by competitive business environments in surrounding/nearby municipalities challenging business attraction locally. This was echoed during the CIP project consultations.

Feedback from consultations with businesses located in the Artesian and Reagens industrial parks indicates several firms have decided to either forego or delay business development plans due to high development related cost. In particular, respondents cited the high cost of Development Charges as the primary deterrent to business development and expansion plans significantly increasing the cost of construction. Lower development related costs and financial incentives to businesses in surrounding communities have led some respondents to explore the possibility of relocation outside of Bradford.

For some, the choice is between the development of new buildings (and the payment of the Development Charge) and a sub-optimal, yet efficient short-term solution of leasing space in other communities to help meet storage, distribution or other needs of growing their business.

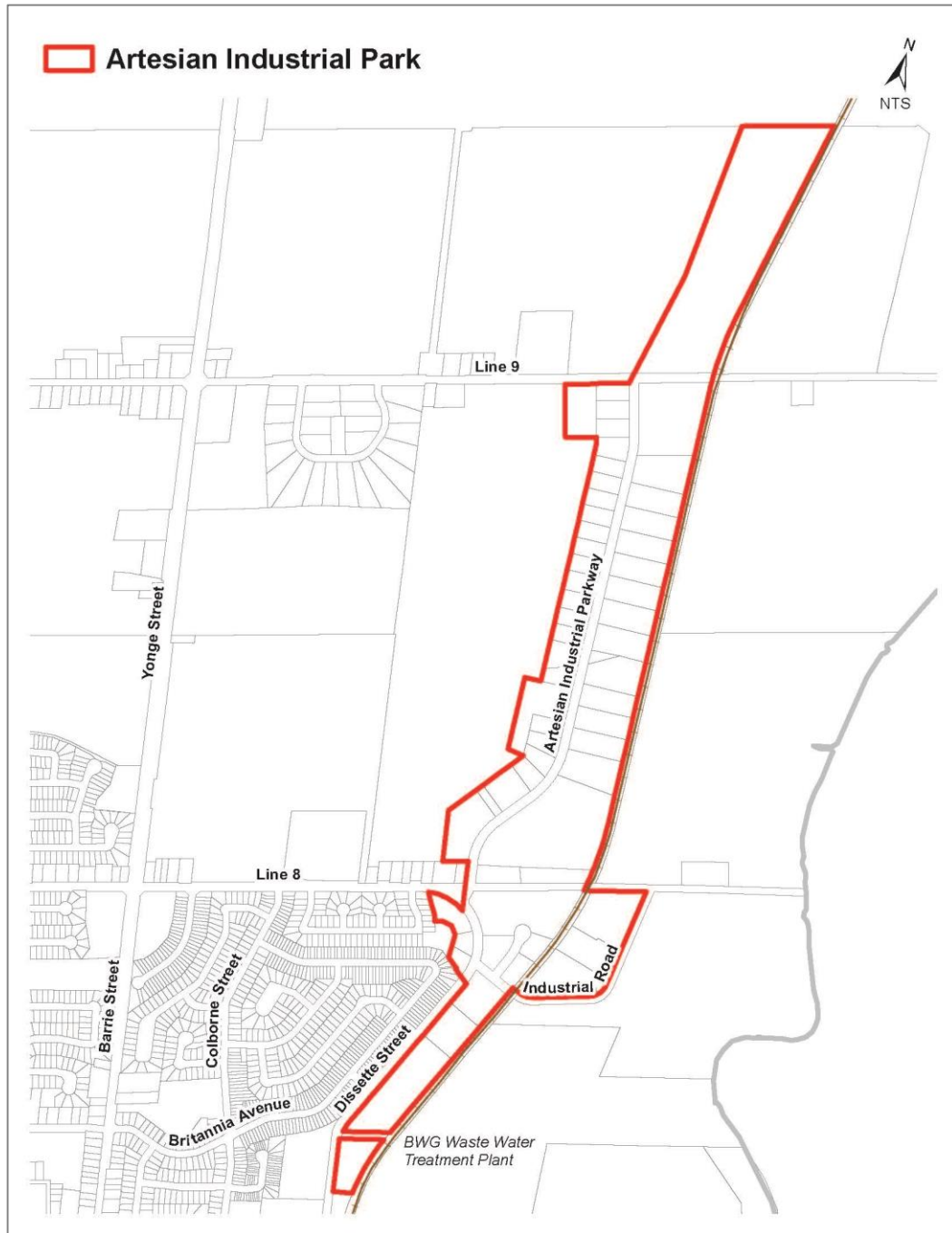
This Community Improvement Plan will function as a planning tool supporting municipal priorities for economic (BR+E) and employment growth in Bradford by way of incentivizing business property investment in the Town's active industrial parks; assisting to competitively position the Town as a place for businesses to invest. The Town of Bradford West Gwillimbury has identified the need to develop and support a plan for growth-related infrastructure including local employment lands.

5 Community Improvement Project Areas (CIPA)

5.1 Reagens Industrial Park CIPA



5.2 Artesian Industrial Park CIPA



6 Programs

6.1 Program 1: Development Charge (DC) Grant Program

Description	The objective of this program is to provide assistance for the development and redevelopment of sites by further reducing the cost of development related to development charges. Reduced development charges will help facilitate development and redevelopment efforts, and the municipality will benefit through development which raises assessment and activity in the Industrial Areas and beyond.
Program Specifics	<ul style="list-style-type: none"> ▪ Provision for a grant equivalent of 100% of Development Charges levied by the Town of Bradford West Gwillimbury in Years 1 & 2 (2016-2017) of the program. The value of the grant will decline by 25% per annum thereafter until Year 5 at the completion of this Community Improvement Plan (i.e. 75% in Year 3, 50% in Year 4, 25% in Year 5). ▪ In order to achieve the percentage level of grant identified in each year, the application under this program must be approved within the year of the CIP in which the percentage grant applies. Construction of the building must occur no later than 12 months following the end of the 12 month period in which the percentage Development Charge grant applies. The 12 month deadline may be waived where extenuating circumstances exist and where it can be demonstrated by the applicant to the satisfaction of the Town of Bradford West Gwillimbury. It is recognized that some industrial buildings and systems may necessitate regulatory approvals above and beyond those normally required by the Town of Bradford West Gwillimbury. ▪ Unless otherwise notified by the Town of Bradford West Gwillimbury in response to individual applications for financial support under this program, the grant excludes any application to Development Charges levied by, or on behalf of, the Education Development Charge. The Town of Bradford West Gwillimbury has worked with the County of Simcoe to provide grants which match the sliding-scale percentages offered by the municipality.

Implementation Specifics	<p>The Owner of the property pays 100% of the Development Charge. This cost, to a maximum of 100% in Year 1 & 2, is reimbursed to the Owner or tenant assigned by the Owner, in the form of a grant based on the in-force Development Charge (DC) rates (as indexed from time to time) at the time of application based on the following schedule:</p> <ul style="list-style-type: none">▪ Payment of the DC at the time required by the municipality (at the issuance of Building permit or at other time agreed by the Town of Bradford West Gwillimbury pursuant to Section 27 of the Development Charge Act which provides “a municipality may enter into an agreement with a person who is required to pay a development charge providing for all or any part of a development charge to be paid before or after it would otherwise be payable” (Development Charges Act, R.S.O 1997 Section 27 (1)).▪ Any payment agreement entered into by the Town of Bradford West Gwillimbury and the applicant is, unless otherwise specified at the time that the agreement is entered into, strictly in respect of the Development Charges levied by the Town of Bradford West Gwillimbury. Applicants should note that payment of the County and Education Development Charges will, unless otherwise specified at the time of approval of the application under this CIP, be payable at issuance of building permit.▪ Payment of the Municipal DC equivalent grant will occur immediately following receipt of the DC payment or on any other basis agreed to by the Town of Bradford West Gwillimbury and the successful applicant receiving the grant.▪ Staff will work with the County of Simcoe to ensure payment of the County DC equivalent grant will occur in a timely fashion following receipt of the DC payment or on any other basis agreed to by the Town of Bradford West Gwillimbury and the successful applicant receiving the grant.
Recommended Annual Budget	<p>Foregone income to the Town and administrative costs related to processing applications. Cost of DC grant should be met by the CIP funding pot.</p>

6.2 Program 2: Tax-based Redevelopment Grant (TIG) Program

Description	<p>A Tax Increment Grant (TIG) leverages the increased assessment and property taxation generated by site (re)development to reduce the financial costs of property rehabilitation and (re)development by:</p> <ul style="list-style-type: none"> ▪ Providing a grant for a percentage of the Municipal portion of the property tax (including Police) for a given property; and ▪ Limiting such grants to annual payments for a maximum period of 10 years or equivalent to the maximum eligible cost of rehabilitation, renovation and/or (re)development whichever comes first.
Program Specifics	<p>The maximum amount of the grant is 100% of the annual tax increment over the agreed base assessment and property tax liability. The maximum duration is 10 years.</p> <p>Policy and program support at the County of Simcoe does not yet exist to enable a County TIG component. Accordingly, applications under this CIP for tax increment grants under Program 2 will be eligible for the County tax increment only if County approval of its contribution to the program is achieved.</p>
Implementation Specifics	<p>The property owner/developer pays for the full cost of renovation, rehabilitation or redevelopment as well as the resulting annual increase in property tax. The Town reimburses the Owner or assigned recipient by way of an annual grant of 100% of the agreed municipal portion of the incremental property tax increase over an established “base” assessment and tax liability. This defined increment is net (that is to say calculated only after the reduction of Tax Liability) as a result of the following:</p> <ul style="list-style-type: none"> ▪ Any phase-in agreements to soften tax increases that may exist through existing policy or programs; ▪ Or the tax rebates granted to charitable organizations as owners or tenants; and ▪ Any other rebate which lessens the overall initial (pre-Program 2) tax liability of the property. <p>It is necessary to ensure property owners achieve approval in principle for TIG funding before commencing a project.</p> <p>Eligible costs would be determined at the discretion of Council, however, in general, eligible costs include (but are not limited to):</p>

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- Site development and infrastructure work including demolition and disposal off-site, improvement or reconstruction of existing on-site public infrastructure (water services, sanitary and storm sewers);
 - Major building rehabilitation, significant renovation and rehabilitation;
 - Costs associated with the assessment of environmental conditions and the remediation of environmental contamination, and environmental protection;
 - New construction;
 - Design, engineering, legal, insurance, and other professional fees (at the discretion of the Town of Bradford West Gwillimbury) directly related to the design and development and commissioning of the completed building(s); and
 - Eligible costs exclude both construction financing and long-term debt financing interest costs.

The Town of Bradford West Gwillimbury will determine the existing “base” assessment for the property – this will normally be defined as being at the time of approval of the application and is based on the assessment and tax class at that time. However, the Town may, at its discretion, establish an alternate date for purposes of establishing the base assessment and property tax liability. At project completion, the grant (as applicable) will be based on the assessed property value provided by MPAC.

Where a project is phased over several years the grant will be based on the property re-assessment and taxable status of the project in each of the interim years before project completion.

**Recommended
Annual Budget**

This grant focuses on net municipal taxation gain which represents unrealized revenue if the development or enhancement of the property had not occurred. At the end of the grant program (a maximum of 10 years or the dollar limit of eligible costs whichever is reached first, or earlier at the discretion of the Town), the Town realizes the full extent of the property taxes.

The potential exists for net fiscal impacts to the Town arising from the effective deferment of tax revenues. The municipality, as part of its approval process, will determine whether there is a likelihood that the Town’s interests are not served by the provision of a grant based on the estimate of short term net municipal fiscal impact.

6.3 Program 3: Planning Fees and Building Permit Grant Program

Description	<p>The objective of this program is to provide assistance for the development and redevelopment of sites via a reduction in applicable planning and building permit fees. Reduced planning and building permit fees may, in concert with other program support, help encourage new development efforts by reducing initial regulatory costs.</p>
Program Specifics	<p>Planning Application Fees Grant:</p> <ul style="list-style-type: none"> ▪ Grant equivalent of 100% of planning fees levied by the Town of Bradford West Gwillimbury in Years 1 & 2 of the CIP. The value of the grant will decline to 50% of planning fees in Years 3 & 4 of the CIP. A grant will not be offered in Year 5. ▪ No maximum dollar amount. <p>Building Permit Fees Grant:</p> <ul style="list-style-type: none"> ▪ Grant equivalent of 100% of Building Permit fees levied by the Town of Bradford West Gwillimbury in Years 1 & 2 of the CIP. The value of the grant will decline to 50% of planning fees in Years 3 & 4 of the CIP. A grant will not be offered in Year 5. ▪ No maximum dollar amount. <p>Grant covers:</p> <ul style="list-style-type: none"> ▪ Planning application fees for: Zoning By-law amendments; Site Plan Control for New Development and Additions; Minor Variance; Plan of Subdivision/ (Industrial) Condominium. ▪ Building Permit fees cover the Commercial Industrial buildings fee category as contained in the "Revised Schedule to By-Law No. 2005-052". ▪ Grant is only applicable to planning fees levied by the Town of Bradford West Gwillimbury. Unless otherwise notified by the Town of Bradford West Gwillimbury in response to individual applications for financial support under this program, this program excludes any application to fees and permits levied by, or on behalf of, the County of Simcoe, School Boards or the Conservation Authority.

Implementation Specifics	Planning Fee Grant funds should be disbursed only at building permit approval to ensure incentives lead to the actual implementation of the project. The building permit fees grants should also be similarly back-ended to ensure pay-out of the grant only on completion of the project.
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The applicant pays for all planning and development permit costs as required and at the times required. These costs are reimbursed to the applicant, in the form of a grant, based on the following schedule:

- Zoning By-law Amendment (at building permit);
- Site Plan Control (grant at the time of application);
- Minor Variance (at the time of approval);
- Plan of Subdivision (at Draft Approval);
- Plan of (Industrial) Condominium (at Draft Approval); and
- Building Permit (at substantial completion).

Recommended Annual Budget	Foregone income to the Town and administration and any other overhead costs related to reviewing and processing the application. The foregone departmental revenue for the Planning and Development Services Department should be met by the CIP funding pot.
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6.4 Program 4: Building, Restoration, Renovation and Improvement Program

Description	<p>This grant has the potential to leverage significant private sector investment in interior building renovations and improvements, and help address the costs involved with a range of matters, such as:</p> <ul style="list-style-type: none"> • Building, fire and other code compliance; • Expansion/additions; • Retrofitting existing space (such as second floors); • Potentially additional on-site development.
Program Specifics	<p>The grant is equivalent to a proportion of the work value and on a matching funds basis to a maximum of 50% of eligible costs. It is administered through the use of a secured interest-free loan forgivable over 5 years at an annual rate of 20%. The maximum grant is \$50,000; minimum grant \$25,000 per property.</p> <p>This program is intended to be utilized for projects which are too small to be taken advantage of by either program 1 or 2.</p> <p>This program, where the property is sold or interest in the property is transferred to another entity within the 5 year loan forgiveness period, the remaining principal of the grant (after annual forgiveness) is repayable to the Town. Upon sale or transfer, all outstanding loan obligations remain payable to the Town based on the approved loan repayment agreement signed by both the Town and the applicant upon receipt of program assistance. Year 1 of the repayment period commences upon final completion of the project.</p>
Implementation Specifics	<p>Eligible Costs include (but are not limited to): costs associated with materials, labour, equipment, financing, insurance, regulatory approvals and professional fees related to internal building works, including major fit-up to meet the future needs of tenants.</p> <p>Building, Restoration, Renovation and Improvement Grants disbursed as follows:</p> <p>100% on final completion.</p>
Recommended Annual Budget	<p>Funds for the project will be allocated out of the CIP funding pot. Not to exceed 50% of the prior year's remaining budget.</p>

7 Implementation & Monitoring of Plan over a 5 year Life Span

General Application and Approval Process:

1. Pre-application consultation meeting;
2. Completion of Application Form and any supporting materials required by the Town;
3. Screening of applications to ensure compliance with minimum eligibility requirements of the program as stated in Section 7.1.3;
4. Evaluation of accepted applications by the Evaluation Committee; and
5. Council may, at its discretion require signing of a legal agreement which outlines all terms and conditions of assistance, and the limitations of assistance.

follows:

For financial, operational and administrative efficiency, implementation of this CIP will be dually supported by the existing staffing and administrative resources allotted for the Downtown Bradford CIP. Applications for the Industrial Areas CIP will be conducted by the Town's Development Application Review Team (DART) and recommendations will be brought forward to Council through a staff report prepared by the Office of Economic Development.

7.1 Implementation Plan

7.1.1. Application Evaluation Committee: Composition and Application Intake Process

In circumstance where a development proposal is within more than one community improvement project area (i.e. eligible for both the Seniors Housing CIP and the Industrial Areas or Downtown CIP), the applicant has the option to apply for funding through one CIP that would achieve the maximum benefit. Applicants are not eligible to apply to more than one BWG Community Improvement Plan.

Applications are evaluated by the Development Application Review Team; comprised of the following:

- Manager of Economic Development;
- Manager or designate from the Office of Community Planning;
- Director or designate from Development & Engineering Services department;
- Director or designate from Finance department;
- Chief Building Official or designate from the Building Division.

Application intake will occur on a rolling, open ended basis without deadline over the 5 year plan period to help facilitate development intentions on the part of property owners/developers in a timely fashion. The evaluation team will meet on an as needed basis and will forward recommendations to Council via a staff report. Council will make the final approval decisions on all applications.

All applications that require annual funding under Program 1 will be accepted, evaluated and determined on a first-come first served basis. Projects receiving funding under Program 1 are ineligible for funding under Program 2 and vice-versa. Funding limits are as described under each individual program. The exception to this provision is strictly as

Where an expansion of an existing building results in the application of a statutory exemption equivalent to 50% of the gross floor area (GFA) of the existing building, and where approved for the DC grant, the payment of the DC grant will only apply to the amount of DC the applicant is liable for after the statutory exemption has taken effect.

- In this specific instance, the applicant may apply for assistance under program 2 up to a maximum dollar limit of the funding from program 2 equivalent to 50% of the DC liability for the property. This provision is explicitly to promote the expansion of existing industrial buildings and to maximize the benefit of the statutory exemption for industrial buildings.

Applicants may apply for Program 3 in conjunction with Program 1, 2 or 4. Council has the right to extend, revise or alter this CIP beyond the initial five-year horizon subject to the objectives of Council and the performance of the plan in the opinion of Council.

7.1.2. Appealing Decisions to Council

It is the right of the applicant to appeal any recommendation made by the Development Application Review Team regarding program funding. An appeal may be made by the Applicant or their representative directly to Council, by attending any regularly scheduled session. Meetings are held on the first and third Tuesdays of every month at 7:00 p.m. with the exception of July when there are no meetings. Special meetings may also be called on 48 hours' notice. Meetings take place at the Bradford West Gwillimbury Library and Cultural Centre - Zima Room located at 425 Holland Street West, unless otherwise stated.

Council Agendas are prepared and published by the Clerk's Division.

Agendas and minutes can be found by visiting:

<https://bradfordwestgwillimbury.civicweb.net/Portal/>.

All meetings of Council and Committees of Council are open to the public, unless permitted to close in accordance with section 239 of the Municipal Act, 2001. A person or organization wishing to appear before Council may complete a **Deputation Request Form**. Deputation requests must be submitted at least 5 days before the Council meeting. Each deputation is allotted 10 minutes of speaking time.

Alternatively, **Open Forum** is also available at Council meetings by signing the Open Forum register located at the back of Council chambers. There is no provision for Council discussion on Open Forum items.

7.1.3. Staff Resources

The Evaluation Committee is supported by a dedicated FTE (full-time equivalent) staff person who would be responsible for application intake and ensuring that applications are complete and include all necessary documentation where required. The staff position will form part of the Economic Development Department, cross-appointed with the Town's Development & Engineering Services Department as applications for all programs will potentially require expertise opinion from other members of staff including building inspectors, permit inspectors, planning and urban design staff.

A formal review of programs for public review will occur at the end of Year 3, and again in Year 5 prior to the termination or extension of the CIP and associated funding programs.

While it is not the intent of Council to restrict access to program support, Council reserves the right to terminate the operation of any of the programs or all programs should it be determined as necessary on fiscal grounds or for other reasons established by the Town during the life of the Plan. Council also has the right to extend, revise or alter this CIP beyond the initial five-year horizon subject to the objectives of Council and the performance of the plan in the opinion of Council.

7.1.4. General Eligibility Requirements

The following are General Eligibility Requirements that must be met by all applications before being considered by the Evaluation Committee. The General Eligibility Requirements must be read in association with the program-specific eligibility requirements detailed in Schedule A.

The General Eligibility Requirements include the following:

The decision to fund and the amount of funding will generally be determined through the application of minimum criteria which measure each application based on the quality of the proposed property enhancement and/or development project. Eligibility will be on a discretionary basis and based on the merits of each application. Screening criteria include:

- Only eligible properties located within the boundary of the Bradford Industrial Areas CIPA, as defined in Section 4.1 of this Plan, are eligible for financial incentive programs offered under this CIP;
- Applicants who are in default of any by-law of the Town of Bradford West Gwillimbury as well as applicants with any property tax arrears or who are involved in ongoing litigation will be screened from further consideration, until such time as these defaults are remedied;
- Under Section 28(7) of the Planning Act, eligible applicants must be either a registered property owner, assessed property owner or a tenant of a property to whom the owner has assigned consent to receive assistance under the CIP.

Evaluation criteria include:

- Scale of development and taxes generated as well as the amount of private funds leveraged through the programs;
- The number of jobs created or retained as a result of development; and
- Potential to enable further development on-site or within Town over medium to long-term.

Applicants who satisfy the Evaluation Committee and Council that the proposed development meets these criteria in a positive manner will be eligible for program 1 or 2, 3, and 4. The choice of program rests with the applicant.

The decision by Council to fund property development through the instrument of this CIP is entirely at the discretion of the Council of the Corporation of the Town of Bradford West Gwillimbury.

Council reserves the right to amend the process of application and evaluation, at any time and for any reason, without the requirement to amend the approved Community Improvement Plan.

If during the course of construction, the applicant is in default of relevant By-laws or payments to the Town, and fails to remedy this within a reasonable period determined by the Town, the applicant will be required to repay the DC grant in part or in whole at the discretion of the Town.

If the applicant is in tax arrears in any subsequent year, regarding this or other properties in its ownership in the Town, the applicant will, at the discretion of the Town, be required to repay part or all of the DC grant as determined by the Town.

These obligations will be explored by the execution of an agreement between the successful applicant and the Town of Bradford West Gwillimbury.

7.2 Monitoring Program

The program will be monitored for effectiveness on an annual basis with an interim review in year 3 (and a detailed review in Year 5) to determine whether each program has met the goals of the Bradford Industrial Areas Community Improvement Plan. At the end of each year of each program, a published estimate of private sector investment leveraged by each approved funding allocation (by application) should be provided. The overall CIP should be monitored as follows.

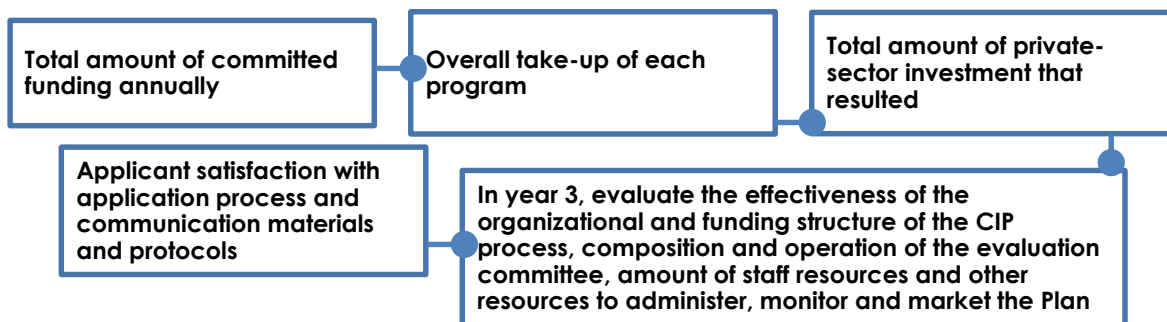
7.2.1. General Baseline Data and CIP Performance Measures

At the inception of the Bradford Industrial Areas CIP, general baseline data should be gathered through the following actions:

I. Growth in Industrial Land Development

Building on the Town's existing inventory of vacancies in the industrial parks, baseline vacancy mapping should be completed by the Town's GIS Department. This vacancy inventory should be monitored, updated and compared annually to assess scale and growth in new land development.

Exhibit 10: Overall CIP Performance Measures



II. Assessed Property Values

A database containing the current assessed value of the properties located within the Bradford Industrial CIPA boundary should be developed to provide a baseline to compare the growth in property assessment in the later years of the Plan.

7.2.2. Program Specific Performance Measures

For each approved incentive program, the following variables should be measured:

Exhibit 11: Program-Specific Performance Variables

CIP Program	Program-specific Variables
Development Charge (DC) Grant Program	Total amount of development charge equivalent grant that have been disbursed; Total value of construction; Number of jobs created; Total square footage of commercial and industrial space constructed.
Tax-based Redevelopment Grant (TIG) Program	Total amount of the tax increment; Total value of construction; Number of jobs created; Total square footage of commercial and industrial constructed; Increase in assessed property value.
Planning Fees and Building Permit Grant Program	Total amount of the planning and building permit fee reductions; Type of work (e.g. expansion); Total value of the construction; Total square footage of commercial and industrial space constructed.
Building, Restoration, Renovation and Improvement Program	Total amount of grant; Total amount and cost of work; Type of work.

Schedule A: Schedule of Program Details

Schedule A: Schedule of Program Details

This schedule forms part of the Bradford Industrial Areas Community Improvement Plan (CIP).

PROGRAM 1: DEVELOPMENT CHARGE (DC) GRANT PROGRAM

Rationale and Objective(s)	To provide assistance for the development and redevelopment of sites by further reducing or eliminating the cost of development related to development charges.
Benefits	The program will help to facilitate (re)development efforts, and the municipality will benefit through development which raises assessment and activity in the Artesian and Reagens Industrial Parks.
Legislative Provision	It is recommended to use Section 28 (7) of <i>Planning Act</i> enabling grants paid to property owners for reasons of community improvement whereby the grant can be equivalent up to 100% of the development charge, without eliminating the liability of the owner to pay the full amount of the charge pursuant to the Development Charge By-Law in effect at the time and relevant provincial legislation.
Target Group	Private sector landowners or developers seeking (re)development of properties within the Bradford Industrial Areas Community Improvement Project Area (CIPA).
Program Specifics and Limitations	<ul style="list-style-type: none"> • Grant equivalent to 100% of Development Charges in Years 1 & 2 of the program; • Grant equivalent to 75% of Development Charges in Year 3; • Grant equivalent to 50% of Development Charges in Year 4; • Grant equivalent to 25% of Development Charges in Year 5. • No maximum dollar amount. <p>In order to achieve the percentage level of grant identified in each year, the application under this program must be approved within the year of the CIP in which the percentage grant applies. Construction of the building must occur no later than 12 months</p>

following the end of the 12 month period in which the percentage Development Charge grant applies. The 12 month deadline may be waived where extenuating circumstances exist and where it can be demonstrated by the applicant to the satisfaction of the Town of Bradford West Gwillimbury. It is recognized that some industrial buildings and systems may necessitate regulatory approvals above and beyond those normally required by the Town of Bradford West Gwillimbury.

County and Education Portion of Development Charges Rates:

- Any payment agreement entered into by the Town of Bradford West Gwillimbury and the applicant is, unless otherwise specified at the time that the agreement is entered into, strictly in respect of the Development Charges levied by the Town of Bradford West Gwillimbury. Applicants should note that payment of the County and Education Development Charges will, unless otherwise specified at the time of approval of the application under this CIP, be payable at issuance of building permit.
- The County of Simcoe has become a partner to this program and provide support through the granting back to the property owner the County's portion of the Development Charges.

Eligibility

- Sites within the Bradford Industrial Areas Community Improvement Project Area (CIPA) as defined in Section 5 of this CIP.
- Grants are for development charge fees only and do not absolve an applicant of the responsibility for funding studies and site technical reviews, or executing actions to remove other conditions of approval as may be required by the municipality.
- The General Eligibility Requirements outlined in Section 7.1.3 of the CIP also apply.

Approval Process

- The Owner of the property pays 100% of the Development Charge. This cost, to a maximum of 100% in Year 1 & 2, is reimbursed to the Owner or tenant assigned by the Owner, in the form of a grant based on the in-force Development Charge (DC) rates (as indexed from time to time) at the time of application based on the following schedule:

	<ul style="list-style-type: none"> • Payment of the DC at the time required by the municipality (at the issuance of Building permit or at other time agreed by the Town of Bradford West Gwillimbury pursuant to Section 27 of the Development Charge Act which provides “a municipality may enter into an agreement with a person who is required to pay a development charge providing for all or any part of a development charge to be paid before or after it would otherwise be payable (Development Charges Act, R.S.O 1997 Section 27 (1)).” • Payment of the DC equivalent grant will occur immediately following receipt of the DC payment or on any other basis agreed to by the Town of Bradford West Gwillimbury and the successful applicant receiving the grant. • The General Application Process outlined in Section 7.1.1 of the CIP also applies.
Duration	<ul style="list-style-type: none"> • Program application duration – 5 years (2016-2020). • The program will be monitored for effectiveness on an annual basis with an interim review in year 3 (and detailed review in Year 5) to determine whether the program has met the goals of the Industrial Areas Community Improvement Plan.
Other Restrictions	<ul style="list-style-type: none"> • The Town of Bradford West Gwillimbury has the right to review any and all aspects of the program, including the purpose, form, method of application, evaluation and amount of funding of the program, from time to time, or at any time, for any reason, and at the sole and absolute discretion of the Town; • As necessary, the Town may amplify or adjust the application and approval protocols associated with this program. • If during the course of construction, the applicant is in default of relevant By-laws or payments to the Town, and fails to remedy this within a reasonable period determined by the Town, the applicant will be required to repay the DC grant in part or in whole at the discretion of the Town.

Fiscal Implications

- If the applicant is in tax arrears in any subsequent year, regarding this or other properties in its ownership in the Town, the applicant will, at the discretion of the Town, be required to repay part or all of the DC grant as determined by the Town.
- These obligations will be explored by the execution of an agreement between the successful applicant and the Town of Bradford West Gwillimbury.

Foregone income to the Town and administrative costs related to processing applications. The cost of the DC equivalent grant should be met by the CIP Reserve Fund.

PROGRAM 2: TAX-BASED (RE)DEVELOPMENT GRANT (TIG) PROGRAM

Rationale and Objective(s)	<p>Leveraging the increased assessment and property taxation generated by redevelopment to reduce financial costs of property rehabilitation and redevelopment by:</p> <ul style="list-style-type: none"> ○ Providing a grant for a percentage of the Municipal portion of the property tax (including Police) for a given property; and ○ Limiting such grants to annual payments for a maximum period of 10 years or equivalent to the maximum cost of rehabilitation, renovation and/or redevelopment.
Benefits	<ul style="list-style-type: none"> • Leverages increased property tax assessment and helps reduce financial costs of property redevelopment or major rehabilitation. • The Town benefits by the resulting revaluation and increase in tax liable on the property over the long term.
Legislative Provision	Section 28(7) of the <i>Planning Act (R.S.O. 1990, c. P.13)</i> .
Target Group	<p>Private sector landowners/developers who are actively seeking rehabilitation, renovation, redevelopment or re-use of the property and provide:</p> <ul style="list-style-type: none"> (i) Site plan/floor plans for rehabilitation, renovation, or redevelopment; and (ii) Estimated costs of renovation, rehabilitation or redevelopment. (iii) Given the nature of the grant program as achievable only on completion and revaluation of the property, the Town of Bradford West Gwillimbury will enable the approval in principle for accessing this grant subject to necessary conditions. This approval in principle can be provided at the same time as approval for other programs of assistance is provided.
Program Specifics and Limitations	<ul style="list-style-type: none"> • The maximum amount of the grant is 75% of the annual tax increment over the agreed base assessment and property tax liability. The maximum duration is 10 years.

The minimum increase in assessment for which the use of this program of tax-based grants is permitted is \$1,000,000 and will remain at this minimum for the duration (5 years) of the CIP.

County Portion of Municipal Tax Rates:

- The opportunity exists for the County of Simcoe to become a partner to this program and provide support through the granting back to the property owner the County's portion of the tax increment based on the same ratios as provided by the Town.
- Policy and program support at the County of Simcoe does not yet exist to enable a County TIG component. Accordingly, applications under this CIP for tax increment grants under Program 2 will be eligible for the County tax increment only if County approval of its contribution to the program is achieved.

Eligibility

- Tax Increment Grant available for sites within the Bradford Industrial Areas Community Improvement Project Area (CIPA) as defined in Section 5 of this CIP.
- Minimum of \$1,000,000 of renovation/rehabilitation or new construction.
- Eligible renovation and rehabilitation costs will be determined as final by the Town of Bradford West Gwillimbury by reference to the submitted schedule of development related costs.
- Final eligibility will be determined through the demonstrated success of the project through all stages of application (as required) for planning approval, building permit issuance and building code compliance, construction, occupancy, financial viability (as evidenced by the capacity of the owner to pay all required property taxes on the property) and finally revaluation by the Ontario Municipal Property Assessment Corporation (MPAC).
- The General Eligibility Requirements outlined in Section 7.1.3 of the CIP also apply.

Approval Process

- The grant is based on the “Reimbursing Developer” approach. The property owner/developer pays for the full cost of development as well as the resulting annual increase in property tax. The Town reimburses the owner or assigned recipient by way of an annual grant equivalent to 75% of the agreed municipal portion of the incremental property tax increase over an established “base” assessment and tax liability. This defined increment is net (that is to say calculated only after the reduction of tax liability) as a result of the following:
 - Any phase-in agreements to soften tax increases that may exist through existing policy or programs;
 - Or the tax rebates granted to charitable organizations as owners or tenants; and
 - Any other rebate which lessens to overall initial (pre-Program 2) tax liability of the property.
- It is necessary to ensure property owners achieve approval in principle for TIG funding before commencing a project.
- The Town of Bradford West Gwillimbury will determine the existing “base” assessment for the property – this will normally be defined as being at the time of approval of the application and is based on the assessment and tax class at that time. However, the Town may, at its discretion, establish an alternate date for purposes of establishing the base assessment and property tax liability. Where a project is phased over several years the grant will be based on the property re-assessment and taxable status of the project in each of the interim years before project completion. At project completion, the grant (as applicable) will be based on the assessed property value provided by MPAC.
- Final approval of grant funding in each year occurs after:
 - a) Conditions as stated in the Tax Increment Grant Agreement have been fulfilled;
 - b) Submission of eligible costs as required;
 - c) Receipt of assessed value of the property by MPAC in each year; and
 - d) Final approval of amount of grant by Council.
- For multi-phase/multi-year projects, approval is based on completion and final costing of each phase, and revaluation in each year by MPAC.

	<ul style="list-style-type: none"> • The commencement date for Program 2 (for purposes of calculating the increment) will be at the discretion of the Town of Bradford West Gwillimbury following discussions with the applicant based on the merits of the development project and resulting estimates of tax increment grant created by the development project over time. • The General Application Process outlined in Section 7.1.1 of the CIP also applies.
Duration	<ul style="list-style-type: none"> • Program application duration – 5 years (2016-2020). • The program will be monitored for effectiveness on an annual basis with an interim review in year 3 (and detailed review in Year 5) to determine whether the program has met the goals of the Industrial Areas Community Improvement Plan.
Other Restrictions	<ul style="list-style-type: none"> • The Town of Bradford West Gwillimbury has the right to review any and all aspects of the program, including the purpose, form, method of application, evaluation and amount of funding of the program, from time to time, or at any time, for any reason, and at the sole and absolute discretion of the Town; • As necessary, the Town may amplify or adjust the application and approval protocols associated with this program. • The Town may refuse an application if it deems project feasibility to be limited or for any other reason, at the discretion of the Town.
Fiscal Implications	<p>This grant focuses on net municipal taxation gain which represents unrealized revenue if the development or enhancement of the property had not occurred. At the end of the grant program (a maximum of 10 years or the dollar limit of eligible costs whichever is reached first, or earlier at the discretion of the Town), the Town realizes the full extent of the property taxes.</p> <p>The potential exists for net fiscal impacts to the Town arising from the effective deferment of tax revenues. The municipality, as part of its approval process, will determine whether there is a likelihood that the Town's interests are not served by the provision of a grant based on the estimate of short term net municipal fiscal impact.</p>

Eligible costs would be determined at the discretion of Council, however, in general, eligible costs include (but are not limited to):

- Site development and infrastructure work including demolition and disposal off-site, improvement or reconstruction of existing on-site public infrastructure (water services, sanitary and storm sewers);
- Major building rehabilitation, significant renovation and rehabilitation;
- Costs associated with the assessment of environmental conditions and the remediation of environmental contamination, and environmental protection;
- New construction;
- Design, engineering, legal, insurance, and other professional fees (at the discretion of the Town of Bradford West Gwillimbury) directly related to the design and development and commissioning of the completed building(s);
- Eligible costs exclude both construction financing and long-term debt financing interest costs.

PROGRAM 3: PLANNING FEES AND BUILDING PERMIT GRANT PROGRAM

Rationale and Objective(s)	Program provides assistance for the development and redevelopment of sites via a reduction in applicable planning and building permit fees. Reduced planning and building permit fees may, in concert with other program support, help encourage new development efforts by reducing initial regulatory costs.
Benefits	<p>Program 3 will utilize the Town's schedule of fees in effect at the time of approval of the application for program assistance.</p> <ol style="list-style-type: none"> 1. Pursuant to Bill 124 (<i>Building Code Statute Law Amendment Act, 2002</i>) building permit fees are based on a cost-recovery model; 2. The regime of planning approvals processing fees currently in effect in the Town of Bradford West Gwillimbury is based on partial cost recovery of administrative and processing costs. <p>All applications for development are required to pay these fees; accordingly, as an incentive to development within the Industrial Areas, these fees can be reduced.</p>
Legislative Provision	Authority for municipalities to impose fees and charges come under Section 391 of the <i>Municipal Act, 2001</i> (S.O. 2001, c. 25). Section 28(7) of the <i>Planning Act</i> (R.S.O. 1990, c. P.13) provides for grant assistance.
Target Group	Private sector landowners or developers seeking (re)development of properties within the Bradford Industrial Areas Community Improvement Project Area (CIPA).
Program Specifics and Limitations	<p>Planning Application Fees Grant:</p> <ul style="list-style-type: none"> ▪ Grant equivalent of 100% of planning fees levied by the Town of Bradford West Gwillimbury in Years 1 & 2 of the CIP. The value of the grant will decline to 50% of planning fees in Years 3 & 4 of the CIP. A grant will not be offered in Year 5. ▪ No maximum dollar amount. <p>Building Permit Fees Grant:</p> <ul style="list-style-type: none"> ▪ Grant equivalent of 100% of Building Permit fees levied by the Town of Bradford West Gwillimbury in Years 1 & 2 of the

	<p>CIP. The value of the grant will decline to 50% of planning fees in Years 3 & 4 of the CIP. A grant will <u>not</u> be offered in Year 5.</p> <ul style="list-style-type: none"> ▪ No maximum dollar amount. <p>Grant covers:</p> <ul style="list-style-type: none"> • Planning application fees for: Zoning By-law amendments; Site Plan Control for New Development and Additions; Minor Variance; Plan of Subdivision/ (Industrial) Condominium. • Building Permit fees cover the Commercial Industrial buildings fee category as contained in the “Revised Schedule to By-Law No. 2005-052”. • Grant is only applicable to planning fees levied by the Town of Bradford West Gwillimbury. Unless otherwise notified by the Town of Bradford West Gwillimbury in response to individual applications for financial support under this program, this program excludes any application to fees and permits levied by, or on behalf of, the County of Simcoe, School Boards or the Conservation Authority.
Eligibility	<ul style="list-style-type: none"> • Program available for sites within the Bradford Industrial Areas Community Improvement Project Area (CIPA) as defined in Section 5 of this CIP. • With specific regard to cost of building permit fees, preference will be given to those projects most likely to result in the highest increase in assessment, as determined by the Evaluation Committee in its sole discretion. • Grants do not absolve an applicant of the responsibility for funding studies and site technical reviews, or other executing actions in order to remove conditions of approval as may be required by the municipality. • The General Eligibility Requirements outlined in Section 7.1.3 of the CIP also apply.
Approval Process	<ul style="list-style-type: none"> • The planning fee grant funds should be disbursed only at building permit approval to ensure incentives lead to the actual implementation of the project. The building permit fee grants should also be similarly back-ended to ensure pay-out of the grant only on completion of the project.

	<ul style="list-style-type: none"> • More particularly, the schedule for payment of the grant is as follows: <ul style="list-style-type: none"> ○ The applicant pays for all planning and development permit costs as required and at the times required. These costs are reimbursed to the applicant, in the form of a grant, based on the following schedule: <ul style="list-style-type: none"> ○ Zoning By-law Amendment (at building permit); ○ Site Plan Control (grant at the time of application); ○ Minor Variance (at the time of approval); ○ Plan of Subdivision (at Draft Approval); ○ Plan of (Industrial) Condominium (at Draft Approval); ○ Building Permit (at substantial completion). • Site visits by staff may be required in order to ensure that the project has been completed to the Town's satisfaction before the building permit grant can be disbursed. • The planning fees and building permit grant (to a maximum of 100% in Year 1 & 2 of the CIP) will be disbursed to the applicant within 3 months of the trigger dates listed above. In the case of building permit grants, grants are payable at substantial completion and only after the building works have been completed to the satisfaction of the Chief Building Officer (CBO) of the Town of Bradford West Gwillimbury. • The General Application Process outlined in Section 7.1.1 of the CIP also applies.
Duration	<ul style="list-style-type: none"> • Program application duration – 4 years (2016-2019). • The program will be monitored for effectiveness on an annual basis with an interim review in year 3 (and detailed review in Year 5) to determine whether the program has met the goals of the Industrial Areas Community Improvement Plan.
Other Restrictions	<ul style="list-style-type: none"> • The Town of Bradford West Gwillimbury has the right to review any and all aspects of the program, including the purpose, form, method of application, evaluation and

- As necessary, the Town may amplify or adjust the application and approval protocols associated with this program.
- The Town may refuse an application if it deems project feasibility to be limited or for any other reason, at the discretion of the Town.

Foregone income to the Town and administration and any other overhead costs related to reviewing and processing the application. The foregone departmental revenue for the Development & Engineering Services Department should be met by the CIP funding pot.

PROGRAM 4: BUILDING, RESTORATION AND IMPROVEMENT PROGRAM

Rationale and Objective(s)	<ul style="list-style-type: none"> • Matching funding of interior renovations to industrially zoned properties to promote functional improvements, change of use as permitted under zoning (or as may be amended through Zoning By-Law Amendment application); and • Property improvements can include any identified and eligible improvements to the building, its structure, building systems, and major internal fit-up. • Program can also be used for significant exterior improvements not related to façade treatments, such as the development of off-street parking or additional buildings on-site.
Benefits	<p>This grant has the potential to leverage significant private sector investment in interior building renovations and improvements, and help address the costs involved with a range of matters, such as:</p> <ul style="list-style-type: none"> • Building, fire and other code compliance; • Expansion/additions; • Retrofitting existing space (such as second floors); <p>Potentially additional on-site development.</p>
Legislative Provision	Section 28(7) of the <i>Planning Act</i> (R.S.O. 1990, c. P.13) provides for grants and loan assistance “for the purpose of carrying out a municipality’s community improvement plan.”
Target Group	Private sector landowners or developers seeking (re)development of properties within the Bradford Industrial Areas Community Improvement Project Area (CIPA).
Program Specifics and Limitations	<p>The program is available for industrially zoned properties. The grant is equivalent to a proportion of the work value and on a matching funds basis to a maximum of 50% of eligible costs:</p> <p><u>Secured Interest-free Loan:</u></p> <ul style="list-style-type: none"> • Maximum grant of \$50,000 per property (maximum amount subject to the discretion of the Town); • Minimum grant of \$25,000 per property; • Grant is a secured loan, forgivable over 5 years at an annual rate of 20%.

Eligibility

Where the property is sold or interest in the property is transferred to another entity within the 5 year loan forgiveness period, the remaining principal of the grant (after annual forgiveness) is repayable to the Town. Upon sale or transfer, all outstanding loan obligations remain payable to the Town based on the approved loan repayment agreement signed by both the Town and the applicant upon receipt of program assistance. Year 1 of the repayment period commences upon final completion of the project.

- Program available for sites within the Bradford Industrial Areas Community Improvement Project Area (CIPA) as defined in Section 5 of this CIP.
- For those applications which pass the application screening process, eligibility will be determined through the application of criteria, developed and adjusted from time to time by the evaluation committee. In general terms, the following criteria will be used as a basis for determining the amount of funding:
 - Location and scale of the property;
 - Long-term viability of the property (long term use versus shorter term use);
 - Highest and Best use of the site;
 - Quality and extent of submitted plans, cost schedules, and, in the case of additional development, business case rationale, if any provided;
 - Existence or otherwise of professional quotes from multiple contractors (minimum 2) operating at arm's length from the applicant;
 - Estimated timing of works to be completed.
- With specific regard to cost of building permit fees, preference will be given to those projects most likely to result in the highest increase in assessment, as determined by the Municipality in its sole discretion.
- Grants do not absolve an applicant of the responsibility for funding studies and site technical reviews, or other executing actions in order to remove conditions of approval as may be required by the municipality.
- The General Eligibility Requirements outlined in Section 7.1.3 of the CIP also apply.

Approval Process

- Building, Restoration, Renovation and Improvement Grants disbursed as follows:
- 100% on final completion.

	<ul style="list-style-type: none"> The General Application Process outlined in Section 7.1.1 of the CIP also applies.
Duration	<ul style="list-style-type: none"> Program application duration – 5 years (2016-2020). The program will be monitored for effectiveness on an annual basis with an interim review in year 3 (and detailed review in Year 5) to determine whether the program has met the goals of the Industrial Areas Community Improvement Plan.
Other Restrictions	<ul style="list-style-type: none"> The Town of Bradford West Gwillimbury has the right to review any and all aspects of the program, including the purpose, form, method of application, evaluation and amount of funding of the program, from time to time, or at any time, for any reason, and at the sole and absolute discretion of the Town; As necessary, the Town may amplify or adjust the application and approval protocols associated with this program. The Town may refuse an application if it deems project feasibility to be limited or for any other reason, at the discretion of the Town. If the completed project proves to be inconsistent with the proposed project that was approved and detailed in the application form and supporting documentation, then the Town has the right to delay (pending correction of the building works), withhold or cancel the disbursement of funds.
Fiscal Implications	Recommended budget: Funds for the project will be allocated out of the CIP funding pot. Not to exceed 50% of the prior year's remaining budget.
Eligible Costs	<p>Eligible Costs include (but are not limited to): costs associated with materials, labour, equipment, financing, insurance, regulatory approvals and professional fees related to internal building works, including major fit-up to meet the future needs of tenants.</p> <ul style="list-style-type: none"> The program is intended to be a flexible interest free loan and forgivable loan program to assist primarily commercial property owners with undertaking long term investment in their properties to ensure their functionality and attractiveness as income producing properties.

Schedule B: Glossary of Terms

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Building Permits are issued by the local body responsible for enforcing Ontario's Building Code and are required for the construction, renovation, demolition and certain changes of use of buildings.

Community Improvement Plan (CIP) is a planning tool under Section 28 of the Ontario Planning Act which permits planning and financial assistance programs involving lands, buildings, loans, grants and tax assistance for designated community improvement project areas.

Community Improvement Project Area (CIPA) "means a municipality or an area within a municipality, the community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason (Ontario Planning Act, Section 28)."

Development Charges are fees levied on new development to help finance the infrastructure required to service new growth. Under the *Development Charges Act, 1997*, as amended, local municipal councils may pass a By-law imposing development charges.

Education Portion means taxes arising from that element of the total tax rate set annually, which is collected by the Province of Ontario to support the provincial school By-Laws.

Eligible Costs includes all capital cost categories for which the Owner is entitled to Program Assistance from the Town of Bradford West Gwillimbury as may be approved and as may be provided for in the CIP and further specified in any Agreement that may be required to execute funding.

Eligible Property is property located in the Community Improvement Project Area (CIPA) and of an industrial nature. Any such property must be in accordance with the zoning in effect for lands contained in the CIPA.

MPAC means the Municipal Property Assessment Corporation.

Municipal Portion means taxes arising from that element of the total tax rate, set annually, which supports expenditures by the Town of Bradford West Gwillimbury.

Owner means the registered Owner of the Lands and includes any successors, assigns, agents, partners and any affiliated corporation. Financial assistance through tax-based funding is provided to the registered owner of the property irrespective of any assignment of those funds to another party by the owner under separate agreement between the owner and a third party.

Program Assistance means all or any of the programs contained in and provided for by the CIP.

Tax Increment means the difference between the property tax liability for the lands in any year of the Program and the existing “base” tax liability. The Tax Increment is limited to the Municipal Portion of the tax liability in those instances where program assistance is limited to the Municipal Portion of taxation as provided for in the CIP.

Tax Increment Grant Agreement means an agreement, with the force of law that establishes the terms of the tax assistance program and the obligations of both the applicant and the Town of Bradford West Gwillimbury, as well as remedies for default by the applicant. At the discretion of the Town of Bradford West Gwillimbury, these provisions can be made part of a broader funding agreement that can include involvement by the County of Simcoe (if such support is approved). Any combined support by the Town of Bradford West Gwillimbury and the County of Simcoe will be based on agreed protocols and obligations of all parties that may take the form of a separate legal agreement(s) between the parties.

Tax Liability means the annual real property taxes levied by the Town of Bradford West Gwillimbury including the Municipal and Education Portions of the taxes.

TIG means Tax Increment Grant as provided for under Section 28(7) of the Ontario Planning Act.

