



TO:	PLANNING COMMITTEE
SUBJECT:	PROPOSED AMENDMENTS TO THE COMMUNITY IMPROVEMENT PLAN (CIP)
WARD:	ALL
PREPARED BY AND KEY CONTACT:	A. GAMEIRO, RPP, PLANNER, EXT. 5038
SUBMITTED BY:	M. BANFIELD, RPP, DIRECTOR OF DEVELOPMENT SERVICES
GENERAL MANAGER APPROVAL:	A. MILLER, RPP, GENERAL MANAGER OF INFRASTRUCTURE AND GROWTH MANAGEMENT
CHIEF ADMINISTRATIVE OFFICER APPROVAL:	M. PROWSE, CHIEF ADMINISTRATIVE OFFICER

RECOMMENDED MOTION

1. That the following proposed amendments to the Community Improvement Plan (CIP) and identified in Appendix "A" to Staff Report DEV009-21 be approved:
 - a) Section 6.3 – Reducing the number of application in-take periods from three to two cycles per year (February 1 to April 30 and July 1 to October 31); and
 - b) Section 12.1.8(c) – Adjusting the timing of payment for development charge and application fee grants offered through the Redevelopment Grant Program. In this regard, development charge and application fee grants would be paid at the time of a building permit application.
2. That the written and oral submissions received relating to the application, have been, on balance, taken into consideration as part of the deliberations and final decision related to the approval of the application as amended, including matters raised in the submissions and identified within Staff Report DEV009-21.
3. That pursuant to Sections 17(22) and 34(17) of the *Planning Act*, no further public notification is required prior to the passing of the by-law.

PURPOSE & BACKGROUND

Report Overview

4. The purpose of this Staff Report is to bring forward proposed amendments to the Community Improvement Plan (CIP) for Council approval.
5. The report provides background information, policy analysis and a review of the feedback received through the public engagement process.

Background

6. On January 13, 2020, City Council approved the CIP through the passing of By-law 2020-007. Through the administration of the CIP in 2020, Planning staff identified two (2) amendments that could be made to introduce efficiencies to the application process and improve the administration of the CIP program.
7. The proposed amendments include reducing the number of in-take periods for applications and adjusting the timing of payment for development charge and application fee grants offered through the Redevelopment Grant Program.

PUBLIC CONSULTATION

8. A Public Meeting was held on February 23, 2021 regarding the proposed amendments to the CIP. A summary of public and Planning Committee comments received at that meeting are provided below together with a response from Planning staff.
9. No comments or objections were received from members of the public.
10. Planning Committee asked staff to clarify if the proposed amendments would change the allocation of funding for the respective grant programs of the CIP. Planning staff confirmed that the allocation of funding would not change as a result of the proposed amendments, but that Council could suggest alternate allocations, if desired.
11. Planning Committee also asked staff if a restructuring of the allocation of funding for the respective grant programs was outside the scope of the proposed amendments. The purpose of the restructuring would be to allocate additional funding for the City's affordable housing grant program.
12. Council establishes the CIP Reserve to fund CIP Initiatives. Replenishment of the reserve occurs annually as part of the City's budget process. Allocation of annual funding is distributed among the respective grant programs as follows:
 - a) 40% Redevelopment Grant Program;
 - b) 55% Affordable Housing Grant Program; and
 - c) 5% Preservation of Built Heritage Grant Program.

As noted in Table 1, the current balance of the CIP Reserve is \$681,781.24. Funding has been allocated to each respective grant program in accordance with the percentages specified in the CIP. Council can restructure the allocation of funds within the CIP Reserve. The restructuring of funds within the CIP Reserve would not require an amendment to the overall CIP document.

Table 1: Balance of the CIP Reserve (March 2021)

Grant Program	Reserve Balance
Redevelopment Grant Program	\$364,985.84
Affordable Housing Grant program	\$220,000.95
Preservation of Built Heritage Grant Program	\$96,794.45
Total	\$681,781.24

13. The City received 8 affordable housing grant applications in 2020, as identified in Appendix "B". Of those applications, 6 were approved by the Grant Review Committee, representing an approval rate of 75 percent. Two (2) applications were not approved on the basis that the developments were not located within strategic growth areas, and when compared to other applications, did not advance the goals and objectives of the CIP. Overall, the Grant Review Committee has been favourable of affordable housing grant applications. A summary of applications received in 2020 can be found in the [CIP Yearly Summary Report – 2020](#) on the [Community Improvement Plan](#) webpage on the City's website.

DEPARTMENT AND AGENCY COMMENTS

14. No comments or objections were received from any City departments, public bodies and agencies, or the Province with respect to the proposed amendments to the CIP.

ANALYSIS

Ontario Planning Act, R.S.O. 1990

15. Section 28 (2) and (4) of the [Planning Act](#) provides municipalities with the authority to approve a community improvement plan, in accordance with subsections (5) and (5.1). Additionally, Sections 28(5) and 28(17) state that any amendments to a community improvement plan shall be subject to a public engagement process and shall be approved by Council.
16. In accordance with the *Planning Act*, notice of the proposed amendments was circulated to members of the public, local stakeholders, public bodies and agencies, and the Province. A public meeting was also held on February 23, 2021. Furthermore, staff report DEV009-21 has been brought forward for Planning Committee's consideration of the proposed amendments. If approved, a by-law would be brought forward to Council to adopt the proposed amendments.

City of Barrie Official Plan (2010)

17. The City of Barrie [Official Plan](#) currently contains provisions (Sections 3.6.2.2 and 3.6.2.3) regarding Community Improvement Planning which provides that any area within the City (exclusive of the lands annexed into the City in 2010) may be designated as a Community Improvement Project Area pursuant to Section 28 of the *Planning Act*.
18. In accordance with Policy 3.6.2.5(a), the City has solicited the input of members of the public, local stakeholders, public bodies and agencies, and the Province regarding the proposed amendments to the CIP.

Community Improvement Plan (2019)

19. On January 13, 2020, City Council approved the [Community Improvement Plan \(CIP\)](#). The purpose of the CIP is to provide financial incentives to support key planning and growth management objectives in the City. Broadly, the three objectives of the CIP include:
- a) Facilitating the development of a mix of uses within the Urban Growth Centre (UGC) and Intensification Corridors;
 - b) Supporting the preservation of built heritage in the Built Boundary; and,
 - c) Facilitating the development of affordable housing units across the City.

20. As identified in Appendix “A”, Planning staff are proposing two (2) text amendments to the CIP which would improve the overall administration of the CIP program. The amendments include:
- a) Section 6.3 – Reducing the number of application in-take periods from three to two cycles per year (February 1st to April 30th and July 1st to October 31st); and,
 - b) Section 12.1.8(c) – Adjusting the timing of payment for development charge and application fee grants offered through the Redevelopment Grant Program. In this regard, development charge and application fee grants would be paid at the time of a building permit application.

Section 6.3 – Application In-take Periods

21. Planning staff are proposing to have one application in-take period in the winter/spring and one in the summer/fall as identified in Table 2. At the public meeting, Planning staff proposed that the first in-take period for CIP applications occur from January 1st to March 31st. However, after careful consideration, Planning staff are proposing to adjust the dates for first in-take period so that it may occur from February 1st to April 30th. This minor adjustment would provide Council with an opportunity to approve the City’s operating budget before accepting applications. Council would also have an opportunity to restructure the allocation of funding for the respective grant programs, should they feel it is necessary to achieve the City’s strategic goals and priorities. This amendment would improve the administration of the CIP program by reducing the amount of staff time – at all levels – that is spent processing and reviewing applications. The proposed amendment would still provide applicants with ample opportunity to submit applications for funding.

Table 2: Proposed Amendment to Section 6.3 of the CIP – Application In-take Periods

Section 6.3 – Application In-take Periods	
Current Text	Proposed Amendment
Applications will be given consideration during 3 in-take periods each year. The in-take periods will be January 1 st to March 31 st (except during transition taking place from December 2019 to March 31 st 2020); April 1 st to June 30 th ; and July 1 st to October 31 st .	<u>Applications will be given consideration during two (2) in-take periods each year. The in-take periods will be February 1st to April 30th and July 1st to October 31st.</u>

Section 12.1.8(c) – Administration and Timing of Payment of Grants

22. Currently, redevelopment grants for development charges and application fees are paid to applicants following the redevelopment and MPAC reassessment of a property. Planning staff are proposing that these redevelopment grants be credited to applicants at the time of a building permit application, similar to the Affordable Housing Grant program (see Table 3). This approach would improve the administration of the program by eliminating the need to prepare cheque requisitions, particularly for development charge grants which can be substantial.

Additionally, issuing grant credits at the time of a building permit application also assists applicants in covering the upfront costs associated with development, thereby making it easier for developers to move forward with construction. This is particularly important for large scale projects in the UGC and the Intensification Corridors where development and/or redevelopment is generally encouraged.

Table 3: Proposed Amendment to Section 12.1.8I of the CIP – Administration and Timing of Payment of Grants
Section 12.1.8(c) – Administration and Timing of Payment of Grants

Current Text	Proposed Amendment
Redevelopment Program Grants – the Charges and Fees Grant and Tax Increment Grant for the commercial, office or institutional components of a development shall be payable upon Municipal Property Assessment Corporation (MPAC) re-assessment of the property after development or redevelopment has occurred.	Redevelopment Program Grants – the Charges and Fees Grant <u>will be credited at the time of a building permit application</u> . The Tax Increment Grant for the commercial, office or institutional components of a development shall be payable upon Municipal Property Assessment Corporation (MPAC) re-assessment of the property after development or redevelopment has occurred.

23. This proposed amendment would not mean providing funds directly to the successful applicant (i.e. in the form of a cheque), but would rather be an at-source reduction in fees payable at the time of a building permit application and would be secured through a CIP agreement registered on title of the property. Should the application not proceed, and an applicant cancel the building permit, the grant amount that was credited in advance would be returned to the CIP reserve.

Summary

24. Planning staff are of the opinion that the proposed amendments to the CIP conform to the *Planning Act* and the City's Official Plan and will improve the administration of the CIP program by introducing efficiencies to the application process. Therefore, Planning staff recommend approval of the proposed amendments as attached in Appendix "A" to DEV009-21.

ENVIRONMENTAL AND CLIMATE CHANGE IMPACT MATTERS

19. There are no environmental and/or climate change impact matters related to the recommendation.

ALTERNATIVES

20. The following alternatives are available for consideration by Planning Committee:

Alternative #1

Planning Committee could refuse one or both the proposed amendments and maintain the existing CIP.

This alternative is not recommended as the proposed amendments will result in efficiencies for staff and therefore optimize the overall administration of the CIP Program.

Alternative #2

Planning Committee could accept the proposed amendments, but also restructure the allocation of funds within the three (3) respective grant programs of the CIP.

This alternative is recommended should Council feel it is necessary to restructure the allocation of funds to advance Council's strategic priorities.

If Planning Committee wishes to restructure the allocation to advance Affordable Housing the allocation could be altered in any manner, but staff recommend the following allocations:

- Increase Affordable Housing Grant from 55% to 70%
- Decrease Re-development Grant from 40% to 25%
- Maintain the Heritage Conservation Grant at 5%

FINANCIAL

21. The are no financial considerations associated with the proposed amendment to the application intake periods.
25. The funding of the CIP Reserve is determined by Council on annual basis through the approval of the City's operating budget. Finding a consistent funding source for the CIP remains a challenge.
26. The amendment to the timing of payment for redevelopment grants would eliminate the need to issue cheques to applicants, thereby reducing operating costs for the City.

LINKAGE TO 2018-2022 STRATEGIC PLAN

22. The recommendation(s) included in this Staff Report support the following goals identified in the 2018-2022 Strategic Plan:
 - ☒ Offering Innovative and Citizen-driven Services
 - Introduce efficiencies to the CIP application process to deliver services more effectively, thereby improving the overall administration of the CIP program.
 - ☒ Growing Our Economy
 - Make it easier to do business and help businesses grow through the provision of incentives.
 - ☒ Fostering a Safe & Healthy City
 - Incentivize opportunities to get more affordable housing built.
 - Incentivize opportunities for development/redevelopment and a mix of uses in the City's strategic growth areas.
 - ☒ Building Strong Neighbourhoods
 - Encouraging mixed use type development promotes community connections.



APPENDIX "A" – DRAFT CIP AMENDMENT

AMENDMENT NO. 1

TO THE CITY OF BARRIE

COMMUNITY IMPROVEMENT PLAN (2019)



COMMUNITY IMPROVEMENT PLAN (2019)

FOR THE

CITY OF BARRIE

Amendment No. 1

AMENDMENT NO. 1 to the City of Barrie Community Improvement Plan (CIP) was prepared by the Barrie Planning Committee and was recommended to the Council of the City of Barrie under the provisions of the *Planning Act*, on the XXth day of April, 2021.

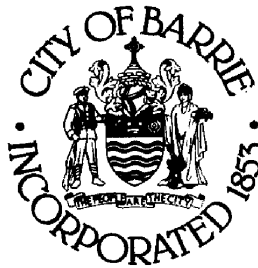
Mayor – J.R. Lehman

City Clerk – Wendy Cooke

This amendment was adopted by the Corporation of the City of Barrie by By-law No. 2021-XXX in accordance with the provisions of the *Planning Act*, on the XXth day of April, 2021.

Mayor – J.R. Lehman

City Clerk – Wendy Cooke



Bill No. XXX

BY-LAW NUMBER 2021-XXX

A By-law of the Corporation of the City of Barrie to adopt an amendment to the Community Improvement Plan (2019).

WHEREAS, Section 28(4) of the *Planning Act, R.S.O., 1990 Chapter P.13* empowers the Council of a municipality in which a by-law designating a Community Improvement Project Area has been passed to adopt a Community Improvement Plan;

AND WHEREAS, Council of the Corporation of the City of Barrie approved the City of Barrie Community Improvement Plan through By-law No. 2020-007;

AND WHEREAS, Sections 17 and 28(5) of the *Planning Act, R.S.O., 1990 Chapter P.13* empowers the Council of a municipality to initiate an amendment to a Community Improvement Plan that applies to the municipality;

AND WHEREAS, by Resolution 21-G-XXX, the Council of the Corporation of the City of Barrie deems it expedient to pass such a by-law to adopt an amendment to the City of Barrie Community Improvement Plan;

NOW THEREFORE, the Council of the Corporation of the City of Barrie enacts as follows:

1. AMENDMENT NO. 1 to the City of Barrie Community Improvement Plan attached to and forming part of this by-law, is hereby adopted.

READ a first and second time this XXth day of April, 2021.

READ a third time and finally passed this XXth day of April, 2021.

THE CORPORATION OF THE CITY OF BARRIE

Mayor – J.R. Lehman

City Clerk – Wendy Cooke



This AMENDMENT NO. 1 to the Community Improvement Plan (2019) for the City of Barrie which has been recommended by the Barrie Planning Committee and adopted by the Council of the Corporation of the City of Barrie, is hereby approved in accordance with the *Planning Act* as AMENDMENT NO. 1 to the City of Barrie Community Improvement Plan (2019).

Date

City Clerk – Wendy Cooke



COMMUNITY IMPROVEMENT PLAN AMENDMENT NO. 1

TABLE OF CONTENTS

THE CONSTITUTIONAL STATEMENT	ERROR! BOOKMARK NOT DEFINED.
PART A - THE PREAMBLE	14
Purpose	Error! Bookmark not defined.
Location	Error! Bookmark not defined.
Basis	14
PART B - THE AMENDMENT	16
Details of the Amendment	16
Implementation	16
Interpretation	16
PART C - THE APPENDIX	ERROR! BOOKMARK NOT DEFINED.



AMENDMENT NO. 1
TO THE CITY OF BARRIE
COMMUNITY IMPROVEMENT PLAN

THE CONSTITUTIONAL STATEMENT

The following Amendment to the Community Improvement Plan for the City of Barrie consists of three parts:

PART A - THE PREAMBLE consists of the purpose, location and basis of the Amendment and does not constitute part of this amendment.

PART B - THE AMENDMENT sets out the actual Amendment and consists of the following text and schedules which constitute AMENDMENT NO. 1 to the City of Barrie Community Improvement Plan.

PART C - THE APPENDIX consists of a list of information pertinent to this Amendment in the form of a record of City of Barrie's Council actions (Public Meeting Minutes, Staff Report, and the Council Resolution) and does not constitute part of this amendment.

PART A - THE PREAMBLE

TITLE

The title of this Amendment is "Amendment No. 1 to the Community Improvement Plan of the City of Barrie", herein referred to as Amendment No. 1.

PURPOSE

Since the Community Improvement Plan (CIP) was implemented in January 2020, City staff have been identifying ways in which the CIP program and application process can be improved. The amendments will introduce efficiencies to the application process, thereby optimizing the administration of the Community Improvement Plan.

The purpose of this amendment is to amend Sections 6.3 and 12.1.8(c) of the City of Barrie Community Improvement Plan (2019). The proposed amendments will reduce the number of application in-take periods from three (3) to two (2) cycles per year, and adjust the timing of payment for development charge and application fee grants offered through the Redevelopment Grant Program.

LOCATION

The amendment to the City of Barrie Community Improvement Plan (2019) applies to all lands located within the Community Improvement Project Area, as identified on Schedule "A" to this amendment.

BASIS

Section 28 of the *Planning Act* allows municipalities that contain enabling provisions in their Official Plans to prepare and adopt Community Improvement Plans.

The City of Barrie Official Plan contains provisions (Sections 3.6.2.2 and 3.6.2.3) regarding Community Improvement Planning which provides that any area within the City (exclusive of the lands annexed into the City in 2010) may be designated as a Community Improvement Project Area pursuant to Section 28 of the *Planning Act*.

On January 13, 2020, City Council approved the Community Improvement Plan (2019). Through the administration of the CIP in 2020, Planning staff identified two (2) amendments that could be made to introduce efficiencies to the application process and improve the administration of the Community Improvement Plan. The amendments include:

- i. Section 6.3 – Reducing the number of application in-take periods from three to two cycles per year (February 1st to April 30th and July 1st to October 31st); and,
- ii. Section 12.1.8(c) – Adjusting the timing of payment for development charge and application fee grants offered through the Redevelopment Grant Program. In this regard, development charge and application fee grants would be issued as an at source reduction in the fees payable at the time of a building permit application.

The amendment to Section 6.3 would improve the administration of the CIP program by reducing the amount of staff time – at all levels – that is spent processing and reviewing applications, while still providing applicants with ample opportunity to submit applications for funding.

With respect to the amendment to Section 12.1.8(c), redevelopment grants for development charges and application fees are currently paid to applicants following the redevelopment and MPAC reassessment of a property. Planning staff are proposing that these redevelopment grants be issued to applicants as an at-source reduction in fees payable at the time of a building permit application. This approach would improve the administration of the program by eliminating the need to prepare cheque requisitions, particularly for development charge grants which can be substantial. Additionally, issuing grant payments at the time of a building permit application would assist applicants in covering the upfront costs associated with development, thereby making it easier to move forward with construction. This is particularly important for large scale projects in the Urban Growth Centre and the Intensification Corridors where development and/or redevelopment is generally encouraged.

The amendments are designed to introduce efficiencies to the application process and improve the overall administration of the Community Improvement Plan.

PART B - THE AMENDMENT

DETAILS OF THE AMENDMENT

The Community Improvement Plan (2019) of the City of Barrie is amended by revising the text of the Community Improvement Plan as follows:

1. Delete Section 6.3 in its entirety and replaced with the following:

Applications will be given consideration during two (2) in-take periods each year. The in-take periods will be February 1st to April 30th and July 1st to October 31st.

2. Delete Section 12.1.8(c) in its entirety and replaced with the following:

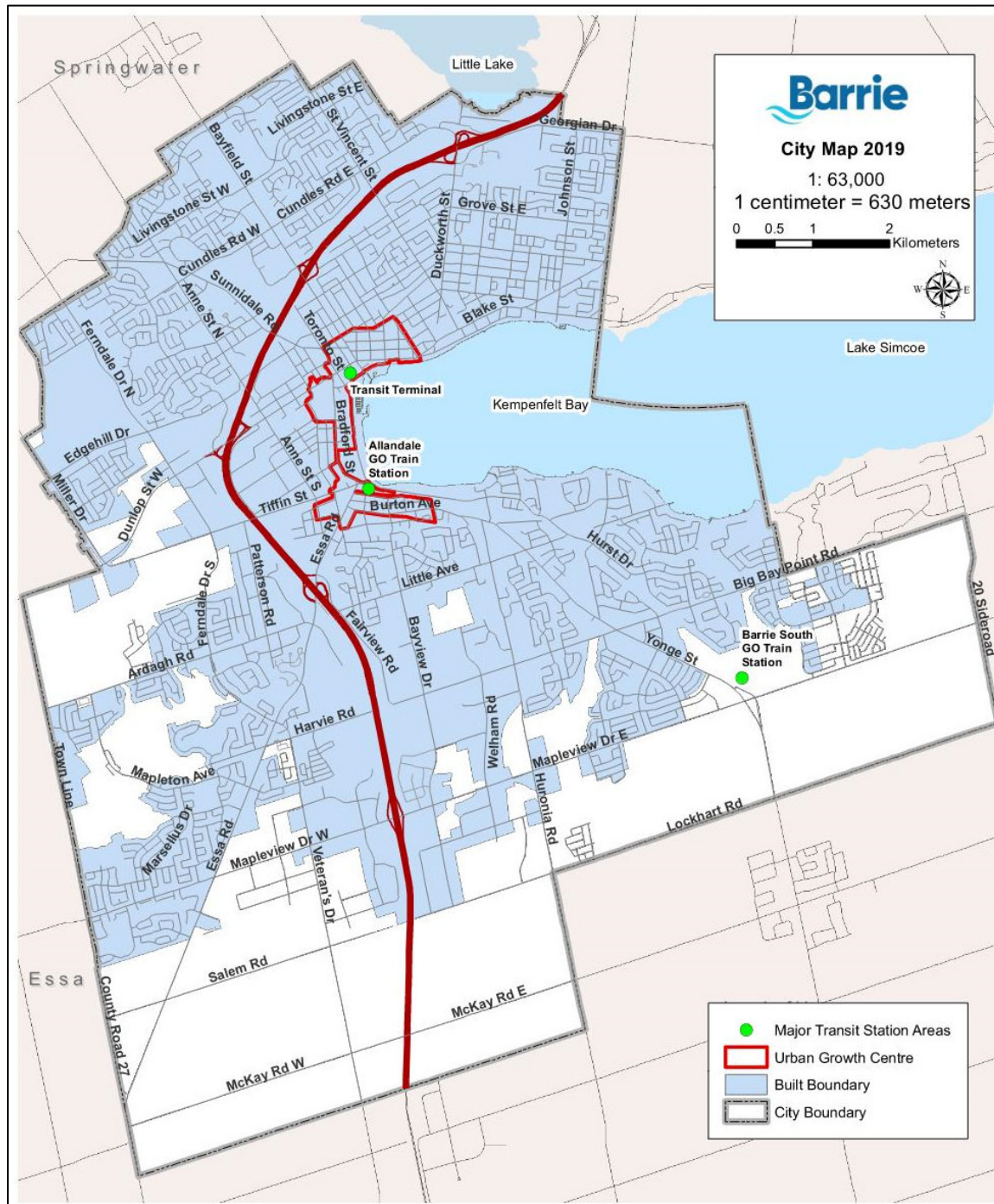
Redevelopment Program Grants – the Charges and Fees Grant will be credited at the time of a building permit application. The Tax Increment Grant for the commercial, office or institutional components of a development shall be payable upon Municipal Property Assessment Corporation (MPAC) re-assessment of the property after development or redevelopment has occurred.

IMPLEMENTATION

The amendments to the Community Improvement Plan (2019) will be implemented by By-law 2021-XXX.

INTERPRETATION

The remaining provisions of the Community Improvement Plan (2019), as amended from time to time, regarding the interpretation of that Plan, shall apply in regard to this Amendment.





PART C - THE APPENDIX

RECORD OF COUNCIL ACTIONS

This page has intentionally been left blank. Details to be included following Planning Committee's consideration of the proposed amendments.

APPENDIX “B” – AFFORDABLE HOUSING GRANT APPLICATIONS (2020)

File Number	Address	Description	Grant Amount
CIP-012-2020	34-40 & 44 Bradford Street and 125 & 155 Dunlop Street West	3 multi-residential buildings with a total of 600 units (10 to 20 storeys), a multi-storey parking garage, and a 4-storey YMCA building providing various community uses, including 16 transitional housing units for homeless youth.	<ul style="list-style-type: none"> 100 percent of the <i>Planning Act</i> application fees for the entire project; 100 percent of the building permit application fees for new affordable housing units; \$462,235.00 applied towards the development charges for the creation of new affordable housing units geared towards households with a gross annual income within the lowest 40th income percentile; \$200,000.00 to fund newly created affordable housing units; and, A tax increment based grant for the incremental tax for the residential component of the development over a 5-year period.
CIP-005-2020	233-245 Dunlop Street West	An 8-storey mixed-use building with 93 residential units and 138 square metres of ground floor commercial space. The applicant is proposing a total of 93 purpose-built rental units, of which 46 are to be affordable with housing costs to not exceed 30 percent of gross annual income for low to low moderate income households the lowest 40 th income percentile.	<ul style="list-style-type: none"> 100 percent of the <i>Planning Act</i> application fees for the entire project; 100 percent of the building permit application fees for affordable housing units; \$700,000.00 applied towards the development charges for affordable housing units geared toward households with a gross annual income in the lowest 40th income percentile; \$200,000.00 to fund newly created affordable housing units; and, A tax increment based grant for the incremental tax for the residential component of the development over a 5-year period.
CIP-010-2020	40 Toronto Street	The renovation of two existing residential apartment units and the addition of one new unit, which will be offered as transitional housing for women and children who leave the Barrie Women’s and Children’s Shelter.	<ul style="list-style-type: none"> 100 percent of the building permit application fees for newly created affordable housing units; A per door grant in the amount of \$5,630.00 to fund newly created affordable housing units; and,

File Number	Address	Description	Grant Amount
			<ul style="list-style-type: none"> A tax increment based grant for the incremental tax for the residential component of the development over a 5-year period.
CIP-004-2020	52 Lakeside Terrace	A 12-storey building with 176 residential rental units for seniors, 15 of which are to be offered as affordable.	Not Approved
CIP-008-2020	56 Lakeside Terrace	A 12-storey building with 152 residential rental units for seniors, 15 of which are to be offered as affordable.	Not Approved
CIP-014-2020	164 Essa Road	The conversion of an existing building from a commercial use to a residential use for the purpose of creating 6 transitional housing units for those in the community who are experiencing chronic homelessness.	<ul style="list-style-type: none"> 25 percent of the building permit and planning application fees associated with the creation of new affordable housing units; and, \$23,680.00 to fund newly created affordable housing units.
CIP-009-2020	151 Lillian Crescent	A 2-storey residential building with 12 two-bedroom emergency/transitional housing units with supports for families in crisis who have lost their homes. The proposed development is being constructed in partnership with the Barrie Bayside Mission Salvation Army.	<ul style="list-style-type: none"> \$91,822.00 toward the Development Charges for affordable units geared towards households with a gross annual income within the lowest 40th income percentile; 25 percent of the building permit and planning application fees for affordable housing units; and, A per door grant in the amount of \$65,000.00 to fund newly created affordable housing units.
CIP-017-2020	100 Little Avenue	The restoration of an existing 3-storey, 23 unit affordable rental apartment building which was damaged by a severe fire on April 23 rd , 2018. Through the restoration works, the applicant is adding a fourth floor addition containing 11 new affordable rental units. The grant is for the 11 new affordable rental units.	<ul style="list-style-type: none"> \$29,413.00 towards the cost of development charges. 100 percent of planning and building permit application fees. A Tax Increment Based Grant for the incremental tax on the new affordable housing units.