

CITY OF ELLIOT LAKE

- Community Improvement Plan -



July 14, 2008



CITY OF ELLIOT LAKE
- COMMUNITY IMPROVEMENT
PLAN -

PLANSCAPE
104 Kimberley Ave.,
Bracebridge, ON P1L 1Z8

July 14, 2008



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City of Elliot Lake
Community Improvement Plan

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City of Elliot Lake

Community Improvement Plan

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1. Background, Basis and Authority

1.1 Interest in Community Improvement

The City of Elliot Lake proposes to become involved with a Community Improvement Plan to provide assistance to business owners and operators in the City with incentives to improve the physical characteristics of their buildings and properties. Initial interest was with the existing commercial areas in the downtown core and along Oakland Drive, and in the two industrial areas of Timber Road and Perini Road. Council set aside budget funds to provide incentives for Community Improvement in its 2008 budget, and individual businesses have expressed interest in participating in the program.

The City has decided to move forward on the preparation of a Community Improvement Plan in 2008, with an initial focus on financial incentives to the business owners and operators. A workshop with interested businesses was held on February 12, 2008, and a separate questionnaire/survey was distributed to the business community, with responses received to April 3, 2008.

Much of the City's commercial and industrial infrastructure was developed over the past 50 years, as the community expanded. In many instances, development standards have changed over the years, resulting in a need for private and public sector infrastructure improvements. From the early 1990's, The City has had to change its focus on transforming its economy from a mining community. During that time, the impact on the commercial and industrial sector has been significant, with a population and employment base that was inadequate to sustain the commercial sector and allow it to reinvest in their businesses and buildings.

Reports undertaken by the City over the past 15 years have highlighted specific areas of needed infrastructure improvement, from both the private and public sectors. The following reports are referenced, and provide background support for the need for community improvement.

Based on initial reviews, it is proposed that this Community Improvement Plan focus primarily on the existing downtown commercial areas and the Oakland Blvd. commercial area, with a secondary focus on the Perini Road industrial area. A separate Community Improvement Plan for Timber Road industrial area should be considered, with a focus on the public infrastructure improvements that would be required in advance of private sector improvements, while taking

into consideration the official plan policy direction for more substantive redevelopment of the area.

The need for community improvement in Elliot Lake has been well established over the past number of years. The City has commissioned a number of studies which have provided an overview of the need for Community Improvement in the City and in the commercial and industrial areas, along with various recommendations on improvements. These include:

- Highway 108 Corridor Study, March, 2006 (Planscape)
- Winter City Design principles (Official Plan)
- Downtown Core and Industrial Area Improvements, October, 1996 (Bywater Mitchell Architects)
- Conceptual Design, Landscape Improvements Elliot Lake Highway 108 Corridor, December, 2007 (Draft) (Envision)
- Official Plan Review

In addition to the previous identification of the need for Community Improvement, the City has convened discussions with the business community to discuss community improvement, including a meeting with business operators in November, 2007, a Business Operator Workshop on February 12, 2008 and a business operator survey in March and April 2008.

Council subsequently reviewed various issues and options related to Community Improvement at its meeting of April 23, 2008, and provided some additional direction on the range of programs and potential project areas.

On May 26, 2008, council passed By-law 08-31 to establish Community Improvement Project Areas. A copy of By-law 08-31 is attached as Appendix 1.

Notice of a public meeting was published in the local newspaper beginning on May 28, 2008. A copy of the notice is attached as Appendix 2.

The public meeting was held in accordance with the provisions of the Planning Act on June 23, 2008. A copy of the minutes of the public meeting is attached as Appendix 3. Suggestions related to the funding arrangements for the various programs were presented at the public meeting. Some have been carried forward into the Plan. Concerns were expressed that the Plan needed to have flexibility to recognize the differences in the size of individual buildings and storefronts, noting that larger projects may require a larger incentive grant to be effective.

1.2 Section 28 of the Planning Act

The Planning Act allows municipalities, under Section 28 of the Act, to become involved in Community Improvement Plans and to provide specific financial incentives to business owners to assist in Community Improvement. The municipality is required to have policies in its Official Plan respecting community improvement.

The Municipal Act generally prohibits municipalities from providing financial “bonuses” or incentives to private businesses unless they are exercising their powers under Section 28 of the Planning Act.

Section 28(1) of the Planning Act states that a “community improvement project area means ... an area within a municipality, the community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulting arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason”. The existing commercial and industrial areas of the City of Elliot Lake would be eligible for designation as community improvement project areas. It may also include the provision of affordable housing.

The City may become involved in any of the following activities within a community improvement project area:

- Acquire, hold, clear, grade or otherwise prepare land for community improvement – Section 28(3).
- Construct, repair, rehabilitate or improve buildings on land acquired or held by it, or sell, lease or otherwise dispose of any land or buildings acquired or held by it, in conformity with the Community Improvement Plan – Section 28(6).
- Make grants or loans to registered or assessed owners, and tenants of lands and buildings within the community improvement project area to pay for all or part of the eligible costs of rehabilitating such land and buildings in conformity with the community improvement plan - Section 28(7).
- The total of the Grants and Loans made under section 28(7) and 28(7.2) and the tax assistance as defined in Section 365.1 Municipal Act, 2001, shall not exceed the eligible cost of the Community Improvement Plan with respect to these lands - Section 7.3.

Section 28 also provides procedures that are to be followed in the preparation and approval of a Community Improvement Plan.

1.3 City of Elliot Lake Official Plan

The City’s Official Plan contains policies to allow the City to be involved in Community Improvement. The Elliot Lake Urban area is designated as a potential Community Improvement Plan Area. Individual project areas may include the existing commercial and industrial areas.

The following are excerpts from the Official Plan relating to Community Improvement:

5.11 Community Improvement

Community Improvement may be defined as activities that maintain, rehabilitate and redevelop the existing physical environment of an area to accommodate the social and economic priorities of the community.

5.11.1 Goal

To improve the quality of life for the residents of Elliot Lake by maintaining and developing a physical environment that is attractive, complementary to the surrounding area, of a standard of construction suitable to the public health and safety of the residents and that provides for the community service and facility needs of residents.

5.11.2 Objectives

- 1. Maintain, upgrade and extend municipal services such as piped water supply and sewage disposal, street and pedestrian walkway lighting, road, traffic managements and parking services and facilities;*
- 2. Maintain, upgrade and provide new areas for municipal parks, recreation and cultural facilities throughout the Municipality;*
- 3. Encourage the maintenance, rehabilitation and renovation of existing buildings and streets;*
- 4. Develop an attractive and accessible pedestrian network system throughout the municipality;*
- 5. Maintain, rehabilitate and further develop the Central Commercial Area and Highway 108 Corridor into an area that provides a focus for the retail commercial, institutional, community public service and cultural needs of residents;*
- 6. Provide the basis for a program for municipal financial incentives to encourage the rehabilitation and improvement of private lands;*
- 7. Encourage consistency in urban design and signage while recognizing the importance of diversity and character of the existing built form; and*
- 8. Improve connections between commercial areas, the lakes and recreational trails.*

5.11.3 Criteria for Selection of a Community Improvement Project Area

Council when determining the need to delineate a part or parts of the Municipality as a Community Improvement Project Area shall apply the following criteria;

- 1. Inadequate pressures and volume in the piped water and undersized or deteriorated sewer facilities servicing area;*
- 2. The lack of or inadequacy of pedestrian walkways or recreational trails;*
- 3. The lack of or inadequacy of space and facilities for public parks, recreational and cultural features;*
- 4. The substandard construction or maintenance of existing buildings that cause a public health and safety problem, negative aesthetic impression and/or an*

- unattractive physical atmosphere that decreases the potential for retaining or developing a viable residential, commercial, industrial, or institutional area;*
5. *The lack of parking facilities and/or inadequate design of such facilities;*
 6. *The lack of or inadequacy of local roads to provide efficient and safe transportation service;*
 7. *The lack of visual and social amenities such as street and pedestrian landscaping and furniture, buffering, display centers, sheltered pedestrian areas and lighting systems;*
 8. *The lack of community cultural and entertainment facilities; and*
 9. *Where there is a conflict between neighboring land uses (e.g. where noxious conditions from an industrial use impact a residential area); or the underutilization of existing lands in areas intended to serve as major community focus or activity areas.*

This Plan is primarily intended to provide a framework for incentives for private sector improvements within the existing commercial areas.

2. Purpose

The purpose of the Community Improvement Plan is to adopt a program of municipal financial incentives that encourage the redevelopment and improvement of private lands.

A second purpose is to identify, in general terms, public sector works that will need to be coordinated with private sector improvements for efficient use of public and private infrastructure.

3. Community Improvement Project Areas

Council passed By-law 08-31 on May 26, 2008, which identifies Community Improvement Project Areas. A copy of By-law 08-31 is attached as Appendix 1 to this Plan.

This Community Improvement Plan applies to Project Area 1 as a first stage, and Project Area 2A as the second stage.

This Community Improvement Plan does not apply to Project Area 2B. A separate Community Improvement Plan will be prepared for Project Area 2B, once additional study is undertaken on the long term land uses for that area.

4. Façade Improvement Guidelines and Urban Design Guidelines

The full implementation of the Community Improvement Plan is predicated on the preparation of updated Façade Improvement Guidelines and Urban Design Guidelines that apply to the Community Improvement Project Areas.

These will be completed subsequent to the adoption of this Community Improvement Plan, but will form the basis for the long term evaluation of applications for grants for the various programs outlined in this Plan. However, in recognition of the time lag between the potential availability (and requests by business owners) and the preparation and review of such guidelines, the programs noted below will be available in advance of the preparation of the Guidelines, subject to their being either prepared by an architect selected or approved by the City, or being reviewed by an architect on retainer with the City. All costs associated with design and review by an architect will be the sole responsibility of the applicant.

Once the Façade Improvement Guidelines and Urban Design Guidelines are adopted by the City, then the City will review proposals for consistency with those guidelines.

5. Community Improvement Objectives – Areas 1 and 2A

Within the context of this Community Improvement Plan, the following objectives will guide decisions on financial incentives:

1. To develop the commercial areas in general, and the downtown core in particular as a focus of activity and a gathering area to attract people.
2. To strengthen the vitality and economic viability of the businesses within the Community Improvement Project Areas;
3. To stimulate new investment in public and private lands;
4. To encourage consistency in urban design and signage while recognizing the importance of diversity and character of the existing buildings and areas;
5. To provide an attractive, safe, accessible and pedestrian friendly environment;
6. To improve pedestrian and vehicular circulation and connectivity within and around the Community Improvement areas, particularly in relation to the Highway 108 corridor and Horn and Porridge Lakes;
7. To improve the visual characteristics of the business community to provide a more pleasant shopping experience for patrons;
8. To encourage the industrial areas to redevelop in a more environmentally sustainable and visually attractive fashion.

6. Private Business Incentive Programs

The incentive programs will provide assistance with initial background planning and design, the construction of specific facilities, as well as with mitigating the impacts of any potential assessment and tax increases on properties resulting directly from the improvements constructed.

In order to implement the Community Improvement Plan, the City will provide the following incentives to private property owners and business owners within the Community Improvement Plan Area:

a. Planning and Design Grant

- i. The purpose of this grant is to offset the costs associated with preparing the necessary plans and drawings that will outline the extent of the improvements being applied for.
- ii. The City will provide a “one-time” grant of 50%, to a maximum of \$1,500 toward the cost of the preparation of architectural plans and site plans for building façade improvements, signage improvements or landscaping and property infrastructure improvements.
- iii. The grant will be conditional on the architect being approved by the City to ensure a consistent approach and adherence to design standards.
- iv. The grant would be paid in two equal installments, the first upon approval of the design drawings, and the second installment upon completion of the works.
- v. This grant will be available once the Community Improvement Plan is in effect.

b. Building façade improvements

- i. The purpose of this grant is to provide assistance toward improving and updating building facades to renew the facades and improve the attractiveness of the buildings.
- ii. The grant is open to both building owners and commercial tenants (operators), however, no grant can be issued to two separate parties for the same project or work to be done.
- iii. The façade improvement program will have two components: the first related to the main entrance/front of the building or storefront, and a second component for exterior side and rear building components that are highly visible from the street, public sidewalks or public or private parking facilities.
- iv. It is recognized that facades and storefronts vary considerably in width and height for buildings in the Community Improvement Areas. As such, the maximum grant available is proposed to vary by the size of the facility to which the improvements are proposed. The City may provide specific guidelines to assist with understanding the maximum amounts that may be applied to specific structures.
- v. If a building has 2 storeys, any façade improvement for a storefront shall include both storeys.
- vi. The grant for the main façade improvements will equal 50% to a maximum of:
 1. \$6,000 toward the façade improvement for a façade that is one storey in height and up to 10 metres in width;
 2. \$10,000 toward the façade improvement for a façade that is two storeys in height or 10 metres or more in width.
- vii. The grant for side or rear façade improvements will equal 50% to a maximum of \$5,000 per side/rear, but not to exceed a maximum of \$7,500.
- viii. The extent of the Grants will be outlined in the agreement between the applicant and the City, and would be paid when the work is complete, as determined by the City’s Chief Building Official.

- ix. This component of the program may operate in a staged fashion, based on the timing of the request for improvements, and may be considered in advance of the completion of the Façade Improvement Guidelines or Urban Design Guidelines.
 - 1. The owner/operator may engage the services of an architect from a list previously agreed to by the City;
 - 2. The City may provide the services of an architect to design the proposed improvements (this would then be in lieu of any further grant for the preparation of designs noted in section 6.a above);
 - 3. The owner/operator may hire its own architect or designer, and have the plans reviewed by an architect retained by the City.

c. Signage (and awnings and street numbering)

- i. This grant will assist applicants (owner or tenant) with replacing and updating existing signage. Signage improvement, including street numbering and awnings (seasonal or permanent) may be included.
- ii. A grant of 50% up to a maximum of \$2,000 will be available for the following projects:
 - 1. Removal of inappropriate, older or obsolete signs;
 - 2. Erection of appropriate signs or awnings in accordance with the Façade Improvement Guidelines and Urban Design Guidelines or plans approved by the City;
 - 3. Lighting improvements associated with the signage.
- iii. The grant is available initially as a one time grant for a property; a grant may be provided for a subsequent replacement sign by a new owner/operator, at 50% to a maximum of \$1,000.
- iv. The grant would be paid when the work is complete.
- v. Until the Façade Improvement Guidelines and Urban Design Guidelines are complete, the City may approve grants for signage improvements, similar to the process noted above for Façade Improvements.

d. Landscaping and property improvements

- i. The purpose of this grant is to provide assistance for upgrading the business property, including parking areas, boulevards, and other landscaping features.
- ii. This grant is available to the owner of the property.
- iii. A grant of 50% up to a maximum of \$10,000 will be available for the following:
 - 1. improving the landscape between parking areas and the roadway, or between parking areas and the building;
 - 2. driveway entrance and walkway improvements.
- iv. Until the Façade Improvement Guidelines and Urban Design Guidelines are complete, the City may approve grants for landscape and property improvements, similar to the process noted above for Façade Improvements.

- v. Improvements that require the provision of public infrastructure improvements as a prerequisite for completing the on site landscape improvements (e.g. removal of drainage swales and provision of improved storm water management along the roadways), then such improvements may be deferred until the public infrastructure is completed.
- vi. The grant would be payable upon completion of the works.

e. Upgrade to Building Code (Structural Improvements)

- i. There are two components to this grant: accessibility and energy efficiency. It is to assist with making building improvements required to upgrade existing buildings to bring them into full compliance, or more into compliance, with the current standards of the Ontario Building Code, or to provide additional assistance to support accessibility.
- ii. The grants are available to building owners and tenants with the written authorization of the owner.
- iii. Accessibility
 - 1. While this may need to be coordinated with sidewalk and public infrastructure improvements, the grant will be used to provide accessible entrances and internal accessibility for grade level store fronts and offices. Where public infrastructure improvements are needed as a prerequisite to developing accessible entrances, this portion of the grant will be deferred until the public infrastructure works are developed.
 - 2. The grant will be 50% up to a maximum of \$2,500 toward the costs of improving accessibility to buildings. This grant may be in addition to the Façade Improvement Grant.
- iv. Energy Efficiency
 - 1. Additional retrofitting related to the façade improvements that would cover additional costs associated with improved insulation, or improved energy efficient windows may be considered for an additional grant.
 - 2. Improvements beyond those noted above are not covered at this time, but may be considered at a future date (see Section 7, Future Programs)
 - 3. The grant will be 50% up to a maximum of \$1,500 toward the costs of providing additional energy efficiency components. The grant may be used to cover the expenses of consulting services for energy audits.
 - 4. Where the grant is used to offset the costs of consulting services for the energy audit, the grant will only be paid out if the recommendations of the energy consultant are implemented.
 - 5. Applicants are encouraged to obtain funding from other sources/programs to assist with energy efficiency retrofitting (such as the Ontario Eco-Energy program).
- v. The grants would be payable upon completion of the project.

f. Planning Application Fee and Building Permit Fee Grant

- i. This program will provide assistance with financing the cost of development by providing a grant to offset the amount of the applicable planning and building permit fees;
- ii. A property owner or a tenant (with the written consent of the owner) is eligible for this program;
- iii. This grant program only applies for approvals related to other approved grant programs in the Community Improvement Plan;
- iv. This grant includes site plan approval fees, applications amendment fees (if needed – for example, variance or zoning amendment) and building permit fees for eligible works;
- v. This will be a “one time” grant to the applicant and represents an amount equivalent only to the fees as outlined in the tariffs and fees by-law, as amended, of the City;
- vi. All fees will be paid at the time of application for approvals, with the grant payable as noted below;
- vii. Grants will be provided in the amount of 100% of the eligible planning and building permit fees, to a maximum of \$5,000 in building permit application fees; and a maximum of \$1,500 in planning application fees;
- viii. This grant would be transferrable to a new owner/tenant, provided the new owner/tenant enters into an agreement with the City;
- ix. This grant will be payable as follows:
 1. Upon approval of the planning application;
 2. Upon completion of the final inspection by the Building Dept for any works covered by the building permit fee.

g. Property tax increment grant

- i. This program will provide economic incentive for the rehabilitation of properties by providing a grant to the owner of the property to pay a portion of the municipal taxes (excluding education taxes) attributable to the increased assessment over a 5 year period. The effect of this grant would be to phase in any tax increase relating to a revised property assessment resulting from the property improvements.
- ii. Only the property owner is eligible for this program.
- iii. This grant will only be available where the property and building improvements undertaken through other Community Improvement grant programs result in an increase in the municipal share of the increased taxes (excluding education taxes) of a least \$200.00 per year.
- iv. Once a grant is made under this program, the property to which it is applied will not be eligible for another grant under the same program. (Note: a single grant application will cover the 5 year time frame, with the agreement to reflect the terms of the grant, as noted below)
- v. Calculation and terms of the grant:

1. The grant will be provided in accordance with a grant schedule to the registered owner(s) of the property on an annual basis;
2. The grant is calculated based on the increased assessment value after the renovation/construction (as determined by the Municipal Property Assessment Corporation MPAC) at the tax rate that was applicable in the year the renovation/construction was completed; the annual grant is based upon changes in property taxes as a result of construction and improvement. The annual grant is not based upon occupancy or changes in occupancy.
3. The grant represents a percentage of the increase in municipal taxes (excluding education taxes) payable resulting from the improvements;
4. The grant will be provided for approved projects on a declining basis over a 5 year period as provided below: (Note: assessment is fixed from year 1 and the change in assessment is to be determined by MPAC such that the market value portion of increased assessment is not eligible.)

Year of Increased Assessment Value	Grant as a percentage of the Year 1 of the Municipal portion on increased assessment value
Year 1	100 %
Year 2	80%
Year 3	60%
Year 4	40%
Year 5	20%
Year 6	0

5. All property tax installments owing for each year must be fully paid for the entire year prior to the provision of any annual grant amount under this program. If a property tax installment is missed, or payment is late, the City will have the option, without notice and at its own discretion, to terminate all future grant payments;
6. The City will not pay an annual grant which exceeds the City's portion of the property tax collected in any year on the increased assessed value;
7. Tax increases resulting from general re-assessments, changes in tax legislation or increases in the tax rate are not eligible to be considered for the purposes of calculating this grant;
8. If the property is sold, in whole or in part, before the grant period expires, the subsequent owner(s) is not entitled to future grant payments;

9. The amount of the grants over the life of the program shall not exceed Eligible costs as per Section 28(7) and 28(7.2) of the Planning Act, as amended.
- vi. The City may at any time discontinue the grant program, however, any existing participants in the program will continue to receive the grants as determined for their properties until the conclusion of their approved schedule.
- vii. Grants will be paid over a 5 year period, with year 1 of the programs being the first full calendar year in which taxes are paid after the project has been completed and re-assessed (For example, if an eligible building is completed in 2008 and re-assessed in 2009, year 1 of the grant schedule would commence in 2010, with the first annual grant to be provided at the end of 2010).
- viii. This grant requires approval from Council.

7. Future Programs:

It is contemplated that the City may wish to expand the scope of the programs available to assist the building community. Such programs may include:

- Residential conversions/improvements for second storey residential units, to retrofit the space to create affordable housing that meets Building and Fire Code requirements;
- Major structural improvements, such as new roofing, bring the building up to current Building and Fire Code standards, with the intention of making the buildings structurally sound, safer and more efficient, leading to lower operating and maintenance costs for business operators;
- Energy Efficiency improvements (beyond those provided in relation to the façade improvements).

Such programs may take the form of loans or grants.

The addition of these programs will be undertaken through an amendment to the Community Improvement Plan, and will be introduced following a public meeting and adoption of the amendment.

8. Grant Eligibility requirements

a. Agreement

All applicants that are approved to receive a grant will be required to enter into an agreement with the City that specifies the terms of the grant. The terms may include such matters as the total amount of the grant to be provided, entitlement to the grant if the property is sold, the applicant's obligations if the applicant defaults on the agreement, provisions for audit associated with the actual costs associated with the application.

b. Application

All applicants shall submit an application for the specific grant program(s) to the City prior to the commencement of any works and prior to the issuance of a building permit. Submission of drawings and/or plans may be required as part of the application.

Where a building is multi-tenanted, preference may be given to façade improvement applications that provide a comprehensive façade improvement to an entire building in order to maximize the benefit of the improvements.

c. Eligibility

The owner is eligible for the grant programs. Where a tenant proposes to undertake the improvement for a particular project, written approval from the owner is required.

d. Area of Application

All grant programs are available to any eligible project with Community Improvement Project Area 1 and 2A, subject to the qualifications noted for either the individual grant program or the restrictions related to the location of the grant.

e. Expiration of grant

Approvals of grant programs will expire if work is not completed within 18 months from the date of execution of the agreement between the applicant and the City. Any request for an extension beyond 18 months shall be subject to the approval of the Economic Development Committee.

f. Grants payable upon completion of the project

Unless otherwise specified, grants will be advanced to the applicant upon full completion of the works, final inspection and approval and/or issuance of any required certificates, all to the satisfaction of the City. Progress payments will not be made.

g. Maximum Grant

The grant programs recognized in this Community Improvement Plan may be combined in a manner that will permit more than one grant per property provided all eligibility criteria and conditions are met for each program. Where this is permitted, the total financial incentive in the form of grants to an applicant or for an individual property shall not exceed \$20,000, with the exception of the Tax Increment grant, which shall be in addition to any other grant. This maximum grant applies to multi-tenant buildings as a whole, however, where the façade

improvements apply to multi tenant two storey buildings with a width of 20 metres or greater, the maximum grant may be up to \$40,000 for the building.

The total of all grants combined under all programs shall not exceed Eligible costs of the community improvement plan with respect to those lands and buildings.

The grant programs are not meant to preclude an applicant from being eligible for other grant and/or loan programs offered by other agencies or as part of a future Community Improvement Plan.

h. Tax Arrears or other charges (monies owing to the City)

Lands or buildings shall not be eligible for any grants if they have any tax arrears, outstanding utility charges or any other legal claim, lien or order or any other charges or claims that may adversely or abnormally affect title of the property, other than mortgages in good standing.

All grants applicable to a specified property shall not exceed the post improvement value of the building and property regardless of any other program criteria that may apply.

i. Third Party Agreements

Grants are not to be part of any third party agreement (e.g. between the owner/operator and subcontractor).

j. Transferability to other properties

Unless otherwise specified, approved grants allocated to a specific property are not transferable to any other property, but may be transferred to a new owner/operator of an approved property.

k. Works already commenced

Grant programs are not retroactively applied to works started or completed prior to the approval of an application.

9. Staging of community improvements

Grants shall be permitted initially within Community Improvement Project Area # 1, Grants may be extended into Community Improvement Project Area # 2A based on funding availability after March 31, 2009.

Project Area # 2B would be subject to an amendment to the Community Improvement Plan prior to funding being available.

Community Improvements that require public sector improvements shall not be initiated until the City has prepared its required studies, unless the City is satisfied that such improvements may proceed without compromising future public sector improvements.

Where the grant amounts requested exceed the City's available budget for a given year, the applicant may opt to defer the grant application to a subsequent year when funds are available.

10. Public Facilities

This Community Improvement Plan focuses on financial incentives for private businesses.

Through the background review of this Plan, certain public works have been identified as potentially contributing toward community improvement in the commercial core and in the industrial areas. These include:

- Parking area improvement and improved vehicular circulation;
- Acquisition of specific properties that may be required to accommodate improved pedestrian and vehicular circulation through the project areas;
- Improved landscaping and the provision of street furniture in strategic locations throughout the core, especially given the topographic features of the core area and the steep inclines in various locations;
- Improved pedestrian access and movement through the core area;
- Provision for "way signs" and directional signage at pedestrian level to assist with circulation;
- Improved storm drainage and definition of boulevards in the Perini Road industrial area;
- Provision or construction of municipal playgrounds, parks, market areas and other facilities that will attract people to the commercial areas.

The City will undertake such studies as are necessary to identify and recommend appropriate improvements to these facilities, following which they may be implemented through this Community Improvement Plan.

11. Sale of Land

The City may dispose of land or buildings in the Community Improvement Project Areas in accordance with the provisions of Section 28(10) of the Planning Act.

12. Implementation

a. Administration

The Community Improvement Plan will be administered by the City of Elliot Lake Economic Development Department, with assistance from other City Departments, as required to administer components of the Plan.

The Economic Development Committee will recommend to Council the establishment of a review committee to review and approve applications of grants for façade improvement, signage improvement and for landscape improvements.

b. Financing of Improvements

Council will establish an annual budget for grants related to Community Improvement projects. Funds may be allocated to public works as well as incentive programs.

Grants will be made available subject to available funding.

Given budgetary limitations for available funding, there may be instances when an application cannot be processed in the current fiscal year, in which case it may be considered in a subsequent fiscal year, subject to available funding.

A grant application may be approved for an amount less than the determined entitlement and less than the maximum amount allowed under a given program.

c. Property Standards

The City will review and revise, if necessary, its Property Standards By-law. All works approved through the Community Improvement Plan shall comply with the Property Standards By-law, as amended from time to time.

d. Sign By-law

The City will review and revise, if necessary, its Sign By-law under the provisions of the Municipal Act, 2001, as it relates to the Community Improvement Project Areas. The By-law will provide regulations for new signs to implement the design guidelines and provide a basis for reviewing applications for improved sign grants.

e. Impediments to private sector community improvements

The City will review its existing administrative and fiscal procedures to determine where impediments occur that work as a disincentive for private sector improvement. For example, it is understood that the City currently requires a rental arrangement for any overhands/awnings that project over public property. This may run counter to the objectives of encouraging improvements and counter the effectiveness of any grants. Such practices should be reviewed and revised to be consistent with the objectives of this Plan.

f. Monitoring and Amendments

The City will review the programs and activities relating to Community Improvement to determine their effectiveness. Council may amend this Plan as is necessary to ensure that the program remains relevant.

The availability of funds for grant purposes will be reviewed by Council as part of its annual budget deliberations. The funding available on an annual basis will not require an amendment to the Plan unless the funding is proposed to apply to new programs that are not contemplated in this Plan.

The following reports are yet to be completed:

- Urban Design Guidelines for the Community Improvement Project Areas
- Façade Improvement Guidelines for the Community Improvement Project Areas
- Public sector infrastructure improvements.

While such reports will not require a formal amendment to this Plan, prior to their implementation and endorsement, Council will convene a public meeting and provide opportunities for the public to comment on the guidelines.

APPENDIX 1

**By-law 08-31
To designate Community Improvement Project Areas**

THE CORPORATION OF THE CITY OF ELLIOT LAKE

BY-LAW NO. 08-_____

Being a by-law to designate Community Improvement Project Areas.

WHEREAS: Section 28(2) of the Planning Act R.S.O. 1990, cP13, as amended, authorizes a municipality to designate Community Improvement Project Areas,

WHEREAS: the Official Plan for the City of Elliot Lake includes policies relating to Community Improvement in the City of Elliot Lake,

WHEREAS: the Official Plan establishes that the City may prepare Community Improvement Plans under the provisions of Section 28 of the Planning Act to provide a comprehensive and coordinated plan to encourage improvements to public and private lands, and;

WHEREAS: the Council of the Corporation of the City of Elliot Lake has deemed it desirable to designate certain lands within the Central Commercial and Industrial Areas as Community Improvement Project Areas under the provisions of the Planning Act in order that a Community Improvement Plan may be prepared for those areas.

NOW THEREFORE BE IT RESOLVED: the Council of the Corporation of the City of Elliot Lake enacts as follows:

1. That the lands shown on Schedule 'A', attached to and forming part of this By-law are hereby designated as Community Improvement Project Areas under the provisions of Section 28(2) of the Planning Act R.S.O. 1990, cP13, as amended.

PASSED this 26th day of May, 2008.

Mayor

City Clerk

Community Improvement Project Areas City of Elliot Lake - Bylaw 08 - _____

