



SIoux LOOKOUT
Hub of the North

REPORT

MEETING TYPE: Regular Council Meeting

To:	Council
From:	Bright Opere, Planning Coordinator Jody Brinkman, Manager of Development Services/Chief Building Official
Date:	May 21, 2025
Subject:	Community Improvement Plan Applications
Report No.:	2025-555

TITLE: Community Improvement Plan Applications

RECOMMENDATION:

THAT Council directs Staff to award the following incentives through the Community Improvement Plan and to enter into an agreement for the disbursement of these funds with each successful applicant:

1. 37 Prince Street – Kendall Schulz

Residential Intensification Grant – \$6,000
Application Fees Grant – \$573
Total – \$6,573

2. 59 KING ST – COMPUCOUNT ACCOUNTING SERVICES

Façade Improvement Grant – \$5,000
Improved Signage Grant – \$2,000
Total – \$7,000

3. 60 ½ Front Street – Hildebrand Holdings LTD.

Building Renovation and Improvement Grant – \$6,000
Total – \$6,000

4. 326 Highway 72 – Lamplighter Inn Motel

Building Renovation and Improvement Grant – \$3,427
Signage Improvement Grant – \$2,000
Total – \$5,427

PURPOSE:

The purpose of this report is to award the incentives/grants applied for in the Municipal Community Improvement Plan.

BACKGROUND:

The Municipal Council passed By-law No. 104-24, Being a By-law to Adopt a Community Improvement Plan (CIP) in December 2024 in accordance with Section 28 of the Planning Act and Section 8.2 of the Municipal Official Plan. Application for grants and funding under the CIP was opened from January 1st, 2025 to February 28th, 2025.

The CIP includes several grant and funding opportunities for local businesses and developers, please note the following:

Façade Improvement Grant

The Municipality may provide a one-time grant of 50% (up to a maximum of \$5,000) of the costs to assist commercial building owners to improve a building façade in accordance with the Downtown Revitalization Study and the Community Improvement Plan Background Report (available from the Development Services Department). The grant would include building materials, labour and professional fees.

Improved Signage Grant

The sign improvement program may provide property owners a grant of 50% (up to a maximum of \$2,000) toward the cost of replacing an existing sign that does not comply with the sign design guidelines outlined in this Plan. Grants will be paid upon completion and installation of the sign.

Landscaping

A grant of 50% (up to a maximum of \$1,000) of the costs may be available for landscape improvements between parking areas and roadways or laneways. The grant will be payable upon completion of the works.

Application Fees Grant

Where a property owner is undertaking improvements to a building in the a designated improvement area in accordance with this program, the Municipality may provide a grant equivalent to the cost of the normal application fees for approved projects in accordance with the provisions of Section 69 of the Planning Act as follows:

- Site Plan Approval \$800 for construction valued \$0-\$800,000 and 0.1% of costs (Maximum \$5000) for construction valued greater than \$800,000
- Zoning By-law Amendment \$800
- Minor Variance \$400
- Building Permit 50% to a maximum of \$3,000.

Residential Intensification Grant

Where new residential dwelling units are created within the Community Improvement Project Areas and where permitted by the Municipality of Sioux Lookout Zoning By-law, the Municipality may provide a grant of up to \$3,000 per residential unit created where the unit is developed on an existing serviced lot or within an existing building. Where residential units are less than 60 square metres the Municipality may provide a grant of up to \$1,500 per residential unit.

The grant is for a maximum of \$9,000.

Tax Increase Increment Grant

Where property owners have improved lands and buildings under this Community Improvement Plan and those improvements have resulted in increased assessment on the property, the Municipality may provide a grant to offset the tax increase in the first year of a maximum of 50% of the tax increase to a maximum of \$10,000.

Conditions of Tax Increase Increment Grant:

- Must be improvement to developed land
- Grant applies to regular Tax Levy, not Supplemental Tax Levies
- Previous year's taxes must be paid in full
- Grant applies to previous year's taxes
- Grant will be applied as a credit on the subject property's tax account
- The Tax Increase Increment Grant will only be available where the property and building improvements undertaken result in an increase in the Municipal share of taxes resulting from increased assessment and exceed \$200 per year. The actual costs associated with an individual application may be subject to an independent audit at the request of the Municipality and at the expense of the property owner.

Municipal Land Development Grant

Where the Municipality sells public lands for the purposes of development as described in the Official Plan, the Municipality may sell the land at less than market value. If there are comparable private lands for sale at the same time the Municipality must sell at an appraised market value to ensure non-compete with the private market.

An agreement must be registered on title requiring the lands to be developed within 24 months of the close of the purchase, unless the Municipality provides a written extension.

Building Renovation and Improvement Grant

The Building Renovation and Improvement Grant provides financial assistance to improve upon the physical appearance of properties in the Main Central area and the Hudson Core Area, as well as to assist in creating barrier free environments, and interior improvements. The purpose of this program is to support capital projects that will allow for the establishment of new businesses, enhancement of existing businesses, or the creation of new mixed-use, or residential units.

Grant option:

The maximum grant amount is \$10,000 per development to a maximum of 50% of the value of the improvements.

Accessibility Grant

A grant of 50% to a maximum of \$5,000 to assist property owners to encourage the provision of accessibility improvements to existing buildings. Examples of the types that projects that may qualify for the grant include, but are not limited to: remove barriers, install ramps, elevators, lifts, automatic doors, and design services by a professional for the required project.

Relocation of a Home Occupation/Home Industry

Where a business owner is relocating an existing home occupation or home industry to a commercial building in a Community Improvement Plan area, the Municipality may apply a grant of 100% of the Municipal planning related fees and building permit-related fees up to a maximum of \$10,000.

DISCUSSION:

A total of eight (8) applications were received for grants and incentives under the CIP. Some of the applications were deemed incomplete due to missing quotes, completed projects at the time of application, etc. Applicants with incomplete applications were advised to submit additional materials and information by March 31st in accordance with Section 6 of By-law 104-24. After the March 31st deadline, a total of four (4) complete applications were received.

The Community Improvement Plan Assessment Review Committee (CIPARC), made up of Chief Administrative Officer, Treasurer, Manager of Strategic Initiatives, Manager of Development Services, and Planning Coordinator, reviewed each application to determine that they met criteria for each grant and/or funding stream that they applied to. The CIPARC reviewed the complete applications and have the following recommendations for each application:

1. 37 Prince Street – Kendall Schulz

The application included the following requests:

- Landscaping – \$1,000
- Application fees grant (building permit) – \$3,000
- Residential intensification grant – \$6,000
- Tax increase increment grant – \$10,000

The total amount requested is \$20,000, this exceeds the maximum amount of \$15,000 per property.

The CIPARC recommends awarding \$573 for the application fees grant. Based on drawings submitted, \$573 is 50% of the building permit fee. The maximum amount to be awarded under the application fee grant is 50% of an application fee to a maximum of \$3,000.

The CIPARC recommends awarding \$6,000 for the residential intensification grant. The owner

is proposing to build a triplex on an already developed land that contains an existing dwelling. A breakdown of the recommended residential intensification grant is as follows:

- Unit 1 (106.5 square metres) - \$3,000 (maximum amount for a unit over 60 square metres)
- Unit 2 (48.5 square metres) - \$1,500 (maximum amount for a unit below 60 square metres)
- Unit 3 (51.8 square metres) - \$1,500 (maximum amount for a unit below 60 square metres)

A total of \$6,573 is recommended for 37 Prince Street.

2. 59 KING ST – COMPUCOUNT ACCOUNTING SERVICES

The application included the following requests:

- Façade improvement grant - \$5,000
- Improved signage grant - \$2,000
- Building renovation and improvement grant – 50% of quote (quote is \$52,000)
- Landscaping - \$1,000

The total amount requested is \$34,000 and exceeds the maximum of \$15,000 per property.

The CIPARC recommends awarding \$5,000 for the façade improvement grant; \$5,000 is the maximum amount that can be awarded under the façade improvement grant.

\$2,000 is the recommended amount for the improved signage grant; \$2,000 is the maximum amount that can be awarded for the improved signage grant.

A total of \$7,000 is recommended.

3. 60 ½ Front Street – Hildebrand Holdings LTD.

The application included a request for \$10,000 under the building renovation and improvement grant.

The CIPARC recommends awarding \$6,000 under the building renovation and improvement grant.

4. 326 Highway 72 – Lamplighter Inn Motel

The application includes the following requests:

- Improved signage grant - \$2,000
- Building renovation and improvement grant - \$10,000

The CIPARC recommends awarding \$2,000 under the improved signage grant and \$3,427 under the building renovation and improvement grant for a total of \$5,427.

Summary

It is the CIPARC's recommendation that the above grants/incentives be awarded. These projects will help rejuvenate our downtown area, beautify our gateway area and will support

additional residential units.

If Council supports these recommendations, the entirety of the CIP budget will be exhausted. Council allocated a budget of \$25,000 for CIP application in 2025.

RELATIONSHIP TO THE STRATEGIC PLAN:

Community Development

FINANCIAL IMPLICATIONS:

Applications will be funded through the Community Improvement Plan Reserve.

Written By:
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Approved By:
Brian P. MacKinnon, CAO/Municipal Clerk

Written By:
Jody Brinkman, Development Services
Manager