

## Requirements for CIP Incentive Program

# Program 5: Affordable Housing Additional Residential Unit (ARU) Rebate

## Program Summary

This program supports homeowners who renovate their home to include a new legal ARU<sup>1</sup>, in accordance with the Town's Zoning By-law. Additional funding may be available for projects where construction costs to accommodate the ARU exceed \$30,000 or where improvements are made to reduce the home's carbon footprint.

## Available Funding

**Rebate 1:** Eligible applicants can qualify for a rebate of up to \$15,000 to reduce the cost of required professional studies or drawings for the ARU, limited to:

- a) structural and/or servicing assessment by a Professional Engineer to confirm adequacy to accommodate an ARU;
- b) HVAC study by a qualified professional to determine appropriate heating, ventilation, and/or cooling requirements to accommodate an ARU; and/or,
- c) architectural drawings, prepared by a licensed architect or design professional with a Building Code Identification Number (BCIN) for a Building Permit application.

**Rebate 2:** Eligible applicants who receive Rebate 1 can qualify for an additional rebate of \$5,000 where it can be proven that construction costs for the ARU exceed \$30,000.

**Rebate 3:** Eligible applicants who receive Rebate 1 and Rebate 2 can qualify for an additional rebate of up to 50% of eligible improvements, to a maximum of \$5,000, where the applicant can prove that improvements were made to reduce the home's carbon footprint.

## Additional Considerations

The ARU does not need to meet the description of affordable for the purpose of the CIP and does not need to be rented during the time of application to be eligible. However, the unit must be available for rent as a legitimate housing unit and must not be marketed as short-stay accommodation (i.e., must not be listed on a website such as Airbnb, Tripping.com, VRBO, etc.), or the rebate will have to be repaid to the Town.

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<sup>1</sup> Means a self-contained Dwelling Unit with kitchen and bathroom facilities that are intended for the exclusive Use of the unit only, which is secondary to a main Dwelling Unit, and which is contained within a permitted Single-Detached Dwelling, Semi-Detached Dwelling, or Rowhouse (i.e. Townhouse) Dwelling, or which is contained in a Building or Structure that is ancillary to a permitted Single-Detached dwelling, Semi-Detached Dwelling, or Townhouse (i.e. Townhouse) Dwelling, and which is accessed through a private entrance outside the main Dwelling Unit or through a common hallway or stairway within the main Dwelling Unit.

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### Criteria to Meet

Homeowners may be eligible for funding under Rebate 1, Rebate 2 and Rebate 3 under this program if the following criteria are met by the application and/or throughout the duration of the project:

<input type="checkbox"/> The property is located in the eligible area (see Section 3.0) AND
<input type="checkbox"/> Application is received in writing at the time of making an application(s) for a Building Permit AND
Rebate 1: <input type="checkbox"/> Proof of paid invoices for professional fees related to required drawings or studies associated with the legal ARU have been submitted to the Town within one year of the latest invoice date.
Rebate 2: <input type="checkbox"/> Proof of paid invoices for construction costs of the legal ARU that demonstrate a total investment of no less than \$30,000, submitted to the Town within one year of full occupancy.
Rebate 3: <input type="checkbox"/> Proof of paid invoices for the replacement of older windows with energy-efficient windows that meet the minimum requirements for either the ENERGY STAR designation or the ENERGY STAR Most Efficient designation for the year that the application is made is provided to the Town within one year of the latest invoice date.