

Requirements for CIP Incentive Program

Program 13: Building Restoration, Renovation and Improvement Program

Program Summary

This program supports eligible interior building improvements to restore, renovate or improve a non-residential, mixed-use (commercial at grade) or institutional building to address code deficiencies. The property must be within the Downtown and Waterfront Sub-Area to be eligible.

Available Funding

Rebate 1: Eligible applicants can qualify for a rebate of up to 50% of the cost of eligible interior renovations, restorations and/or improvements for a building zoned for commercial, mixed-use¹ (commercial at grade) or institutional use to a maximum of \$45,000. The rebate is provided in equal instalments that are tied to the following project milestones:

- Instalment at agreement/approval execution;
- Instalment at the time of substantial completion/occupancy; and,
- Instalment at the time of full completion/occupancy.

Rebate 2: Eligible applicants who receive Rebate 1 can qualify for an additional rebate of up to 50% of the cost to prepare professional drawings, to a maximum of \$5,000, where the interior restoration and/or renovation applies to a heritage designated building and implements a heritage design as prepared by a qualified heritage professional (e.g., licensed architect, Professional Membership status in the Canadian Association of Heritage Professionals).

Rebate 3: A rebate equal to 50% of the cost of a large-scale refurbishment project is available for applicants undertaking major interior improvements on heritage-designated commercial property. "Large-scale projects" are those where the total project costs are \$90,000 up to \$200,000 for a maximum rebate of \$100,000".

Additional Considerations

Applicants who have not participated in the program in the last five (5) years will be given priority.

Other relevant drawings or studies prepared by a professional in support of the proposed scope of work may be requested at the discretion of the Town.

If a building tenant is the applicant and paying for the renovation, then the signature of the building owner shall also be required on the application to acknowledge that the Town will issue the rebate to the tenant rather than the building owner.

Criteria to Meet

A property owner or tenant (with the authorization of the property owner) can qualify for Rebate 1, 2 and 3 under this program if the following criteria are met by the application and/or throughout the duration of the project:

¹ Only the commercial component of a mixed-use building is eligible for funding.

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<input type="checkbox"/> The property is located in the eligible area (see Section 3.0) AND
<input type="checkbox"/> The application is received in writing prior to the commencement of work AND
<input type="checkbox"/> The application is supported by professionally prepared drawings to a scale that is approved by the Town, illustrating the nature of the proposed work AND
<input type="checkbox"/> The applicant agrees to enter into an agreement with the Town, which may be registered against the title to the subject property and may specify the components of the eligible works and their estimated cost and the anticipated timing for the approved works, including the estimated completion date AND
<input type="checkbox"/> The work being completed shall be in accordance with the Accessibility for Ontarians with Disabilities Act AND
<input type="checkbox"/> The applicant agrees that, should their application be approved, no changes to the approved interior restorations, renovations, and/or improvements shall be made for five years without first obtaining Town approval AND
<input type="checkbox"/> To receive the rebate, proof shall be provided that renovations have been completed in compliance with the Ontario Building Code, Electrical Safety Code, and the terms of any agreements with the Town AND
<input type="checkbox"/> Proof of paid invoices for work undertaken shall be submitted to the Town within one year of the latest invoice date.

Eligible Costs

Costs eligible for Program 14 are interior renovations, restorations, or improvements related to code compliance, including:

- fire-proofing, including establishing fire separations;
- upgrading electrical rough-in to meet Ontario's Electrical Safety Code;
- making structural improvements to meet the Ontario Building Code; and,
- improving plumbing, heating, and ventilation systems.