



Township of Scugog

Port Perry Employment Area Community Improvement Plan

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1 Introduction and Purpose

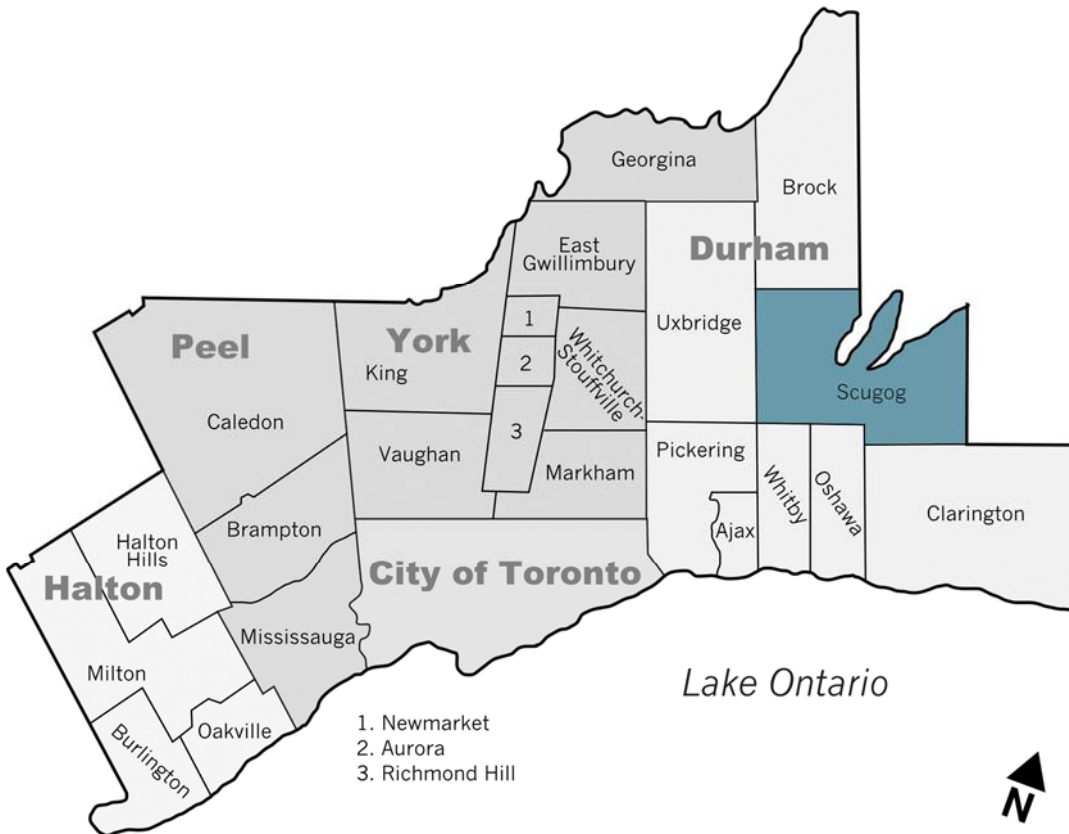
1.1 INTRODUCTION

The development of a Community Improvement Plan (CIP) for the Port Perry Employment Area in the Township of Scugog is intended to complement a broader municipal planning initiative for sustainable growth management, economic development and community renewal in the Township. The CIP is prepared under Section 28 of the Planning Act. This document comprises the Community Improvement Plan and herein establishes the rationale, geographic area of coverage, eligibility criteria and nature of incentive programs to meet the intent of the Plan.

1.1.1 Regional Context of the Township of Scugog

The Township is one of three northern municipalities in the Region of Durham, an area of approximately 2,500 square kilometres, located in the Golden Horseshoe of Southern Ontario. It is uniquely situated on Lake Scugog, northeast of Toronto and just north of Oshawa and Whitby.

Exhibit 1 : Regional Context: Scugog's Location within the Greater Toronto Area (GTA)



1.2 PURPOSE & OBJECTIVES

The purpose of this Community Improvement Plan for the Township of Scugog (hereafter referred to as 'the Township') is to provide financial incentives for development to meet the following objectives:

- stimulate public and private sector investment in the Port Perry Employment Area (as defined in later sections of this Plan);
- strengthen the Employment Area by attracting industries leading to increased competitiveness;
- off-set the currently large residential tax base through industrial land and property development, renewal and expansion, resulting in higher industrial land property assessment;
- maximize the potential for value-added job creation and/or retention; and
- contribute to the attraction, retention or development of a highly-skilled and knowledgeable local workforce.

The Township's Strategic Plan identifies the following strategies that are relevant to the development of the Port Perry Employment Area:

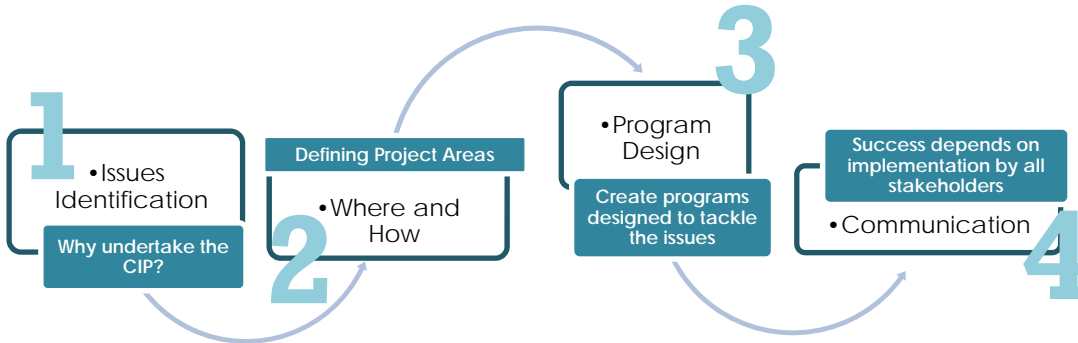
- Strategic Direction #1, Roads and Municipal Infrastructure – Leverage and Improve Transportation, Infrastructure and Facilities; and
- Strategic Direction #3, Economic Development and Tourism – Create, Grow and Attract Employment Opportunities.

Any incentives and programs that are developed as part of this project shall be for development that is in keeping with the policies and urban design criteria contained in the Port Perry Employment Area Secondary Plan, Scugog Official Plan and Zoning By-law 14-14, as amended.

As an additional component, the incentive programs are also applicable to hotel development (as defined in this document) specifically and only within the Port Perry Urban Area.

1.3 CIP PROCESS

This CIP has been developed through four phases of work, with Phase 4 comprising marketing and communications of the CIP as part of the Township’s economic development function.



- 1 Foundational to the development of the CIP is the assessment of the potential value and demand for financial programs via an investigation of local economic development, planning and policy priorities, and property investment needs of local business and property owners.
- 2 Building on the phase one assessment, the Community Improvement Project Area (CIPA) boundary (within which CIP program assistance can occur) is delineated.
- 3 Deliverables of the latter phases on the project call for the development of the CIP and approval by Township staff and Council inclusive of detailed program protocols, a recommended funding plan, and a monitoring program.
- 4 Strategies to communicate the objective/programs of the CIP developed in consultation with Township staff; whereby application forms and program information materials are to be prepared to clearly and simply communicate the objectives of the CIP to property and business owners; and that Township staff work with Regional staff to include appropriate marketing and communications on Regional incentives that support the CIP.

1.4 STAKEHOLDER ENGAGEMENT

As part of the preparation of the CIP, stakeholder engagement was undertaken with local businesses and property owners through a public Open House which occurred on February 28th, 2019. The purpose of the public meeting was to communicate the objectives of the CIP, the type and levels of assistance, existing constraints to development and obtain feedback from the public regarding the proposed incentives.

2 Rationale

The Township's Official Plan encourages development that provides opportunities for economic growth (Section 2.7) that is compatible with the character and environment of the community. Policies to achieve this goal include:

- Establishing, maintaining and enhancing Employment Areas that provide a range of job opportunities and a broad range of commercial and service facilities geared specifically to meet the needs of residents of the Township;
- Ensuring that a sufficient supply of employment lands is available for development at all times;
- Working with the Region of Durham to explore options for providing municipal services in the Port Perry Employment Lands; and,
- Maintaining Downtown Port Perry as the focal point of the commercial structure of the Township.

By promoting investment in the Port Perry Employment Area and hotel development within Port Perry's Urban Boundary, this may help to achieve the Township's employment targets as identified in the Official Plan including:

- Targeting an employment to population ratio of 1 job for every 2 people;
- Ensuring a minimum of 50% in forecasted employment is accommodated within the Employment Area;
- Directing new employment opportunities primarily to the Port Perry Urban Area; and
- Encouraging the Region of Durham to provide municipal services to the Port Perry Employment Area.

3 Situational Analysis: Employment Property Development

As demarcated in Section 5, the Community Improvement Project Area (CIPA) comprises lands in the west of Port Perry which form part an 'Employment Area' (as defined in the Scugog Official Plan). A smaller Employment Area in the south-east of Port Perry (in the vicinity of Simcoe St.), is not included in the CIPA.

In order to more fully understand the issues that the CIP is seeking to address, this section sets out the following in relation to Port Perry's Employment Areas:

1. The land uses which are permissible (as per the Official Plan)
2. Development and servicing status of the land which is vacant or under-utilized; and
3. Comparative absorption rates of land in Port Perry's Employment Areas vs equivalent lands in the Region's other municipalities

It should be noted that the data presented for 2. and 3. is collated from the Region's Annual Monitoring reports, with the statistics for Scugog understood to be cumulative for Port Perry's two existing Employment Areas.

3.1 DEFINING SCUGOG'S EMPLOYMENT AREAS

Employment Areas are defined in the Scugog Official Plan as being those lands which include (and which are limited to) the following industrial uses:

3.1.1 'Prestige Industrial' Use Designation (M1)

- Lands having prime exposure to highways or major Arterial roads. Development within this designation is intended for employment-intensive uses exhibiting a high standard of building design and landscaping.
- Permissible land uses include:
 - Automotive sales, including accessory service uses;
 - Business and professional offices;
 - Data processing centres, research and development facilities;
 - Manufacturing, assembling, processing, fabricating, warehousing and wholesaling in wholly enclosed buildings, excluding outdoor storage uses;
 - Public parks and recreational facilities;
 - Restaurants and service-related uses to serve the immediate Employment Areas as a minor component of the primary employment use;
 - Limited personal service and retail uses, serving the immediate Employment Areas. Such uses shall not exceed 10% of aggregate gross floor area, with a single use not exceeding 500 sq. m; and
 - Adult Entertainment Establishments (subject to additional restrictions)

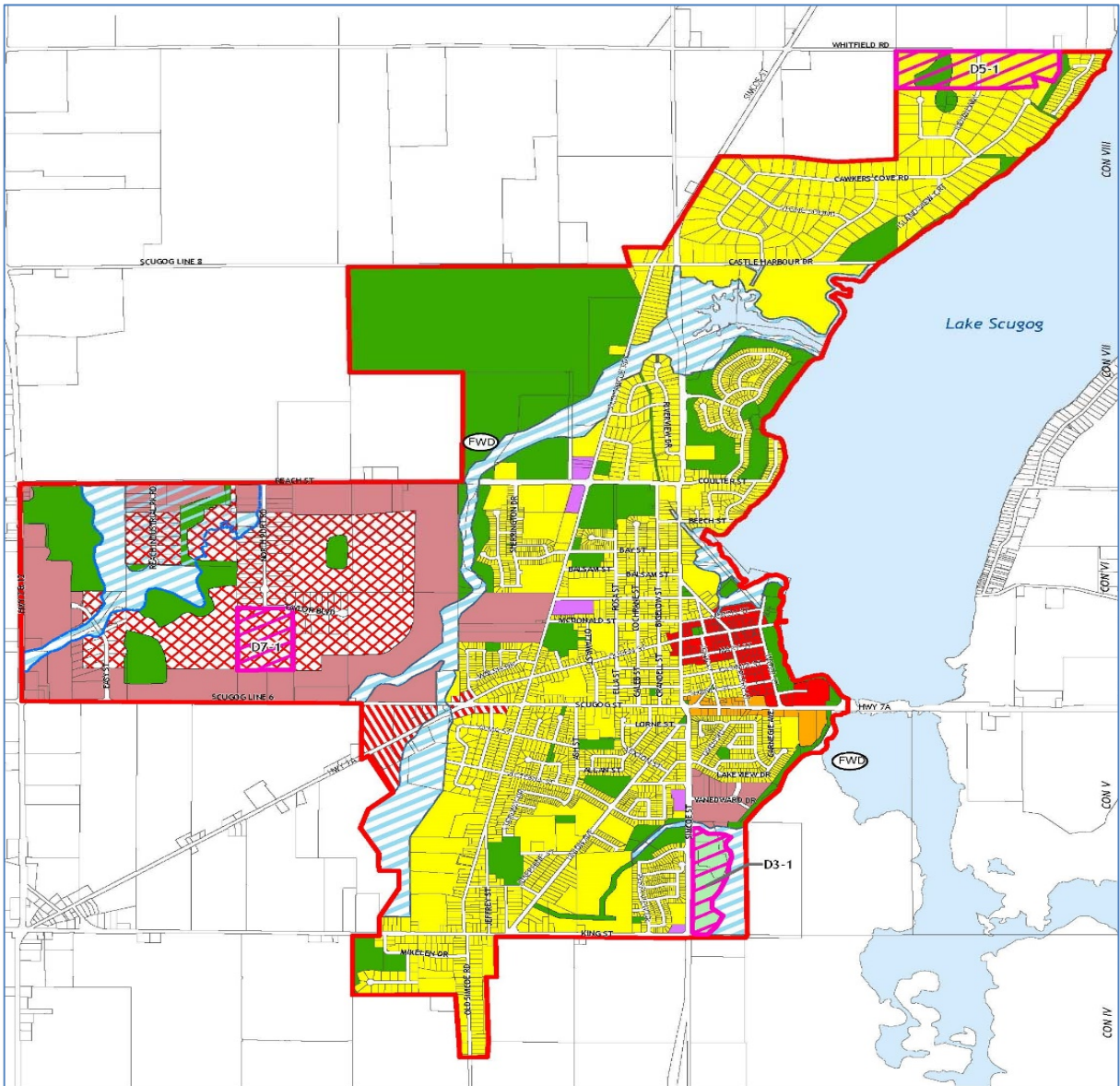
3.1.2 'General Industrial' Use Designation (M2)

- Lands located in the interior of the Employment Areas and shall not be located in highly visible locations or adjacent to sensitive land use activities

- Uses are limited to:
 - Manufacturing, assembling, processing, fabricating and warehousing, wholesaling and distribution facilities;
 - Accessory offices and outdoor storage use;
 - Limited service-related uses serving the immediate Employment Area; and
 - Transportation/truck terminals

Exhibit 3 is an extract from the Scugog Official Plan Land Use Schedule for Port Perry, and which identifies the extent of the lands which have 'Prestige Industrial' and 'General Industrial' designations - shaded in pink and in red cross-hatching.

Exhibit 3: Land Use Schedule, Scugog Official Plan (Schedule A-1 Extract)



3.2 LAND SUPPLY IN PORT PERRY'S EMPLOYMENT AREAS

3.2.1 Supply

A review of the 'Development and Servicing Status' of the Region's Employment Areas is undertaken annually by staff at the Region. The most recent available data is from 2016 and identifies the following regarding the status of supply in the Port Perry Employment Area

- The Township's designated Employment Areas cumulatively total 370 hectares, of which 277 hectares are net developable (including the designated Employment lands in two locations: 1) between Reach Street and Line 6; and 2) east of Simcoe St/off Vanedward Drive).
- The remaining 93 hectares are subject to Environmental Protection in the Official Plan, where new industrial development would not normally be permissible.
- Of the 277 net developable hectares, 60 hectares were built (22%); 172 hectares (62%) vacant, and 45 hectares (16%) underutilized.

A comparison with the status of the supply of Employment Area Land in the Region's other municipalities is provided at Exhibit 4. The data shows that the Township's total quantum of Employment Area land is 5% of regional supply, with the highest concentrations being in Whitby, Clarington and Oshawa. The Township's share of regional vacant and underutilized Employment Area land supply is 5% and 7% respectively.

Exhibit 4 : Development Status of Region's Employment Land Supply: By Municipality

Municipality within Durham Region	Designated Employment Area Land Supply			
	Built (net developable) ha	Underutilized (net developable) ha	Vacant (net developable) ha	Total (net developable) ha
Ajax	331	129	314	774
Brock	18	8	158	184
Clarington	208	87	714	1,009
Oshawa	445	119	545	1,109
Pickering	286	49	465	800
Scugog	60	45	172	277
Uxbridge	6.4	0.2	0.4	7
Whitby	526	136	780	1,442
Rural Areas: Brock & Uxbridge	22	31	53	106
Total	1902.40	604.2	3201.40	5708

Source: 2016 Development and Servicing Status data, Durham Region

3.2.2 Servicing Status

The Region’s data identifies the following regarding servicing of vacant and underutilized Employment Area land in Scugog (as at 2016):

- **Vacant:** 91 hectares (53%) not serviced; 46 hectares (27%) fully serviced, and 35 hectares (20%) potentially serviceable – water only (WO).
- **‘Underutilized’:** 25 hectares (56%) not serviced, 7 hectares (16%) ‘fully serviced, and 13 hectares (29%) potentially serviceable – water only (WO).

It is understood that the limited development activity and consequent prevalence of vacant and underutilized land in the Township’s Employment Areas has been principally due to a lack of availability of municipal water and sanitary sewage infrastructure, along with a disconnected road network. Where development has taken place to-date it has been served by private infrastructure.

However, in 2017 the Township, along with the Region and other levels of government, upgraded the Scugog Line 6 road allowance to include a municipal watermain, upgraded high voltage hydro servicing, sidewalks, and a boulevard, amongst other matters. Additional investments to transportation infrastructure have been made through the 407 extension which provides improved access along Simcoe Street to Port Perry.

Exhibit 5: Servicing status of Region’s Vacant Employment Land Supply: By Municipality

Municipality within Durham Region	Vacant Land: Servicing				Total (net developable) ha
	Fully Serviced	Not Serviced	Potentially Serviceable - WO	Potentially Serviceable - WO & Sewer	
Ajax	312	0	0	2	314
Brock	31	21	18	88	158
Clarington	153	414	109	38	714
Oshawa	138	345	3	59	545
Pickering	72	370	20	3	465
Scugog	46	91	35	0	172
Uxbridge	0.40	0	0	0	0.40
Whitby	170	529	27	54	780
Rural Areas: Brock & Uxbridge	0	0	41	12	53
Total	922.40	1770	253	256	3201.40

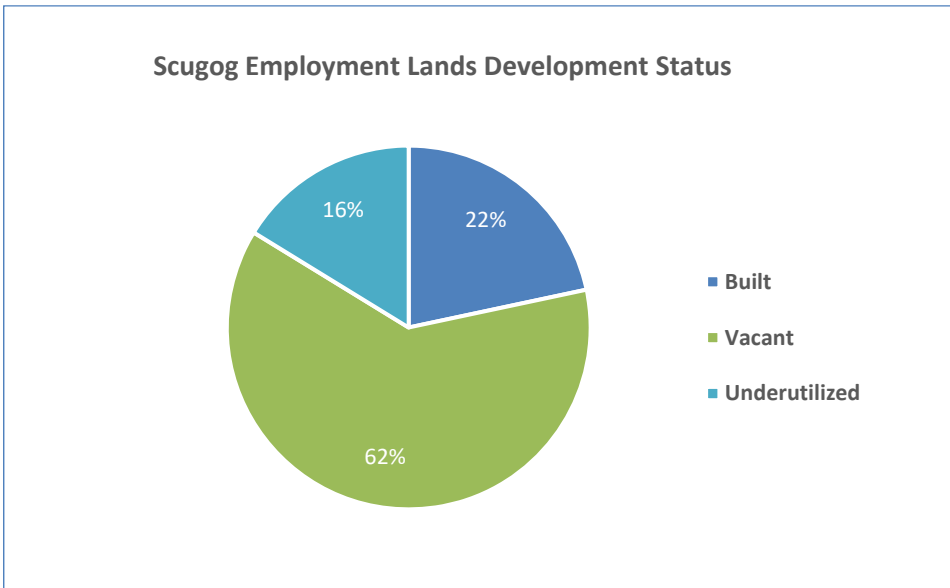
Source: 2016 Development and Servicing Status data, Durham Region

Exhibit 6: Servicing status of Region’s Underutilized Employment Land Supply: By Municipality

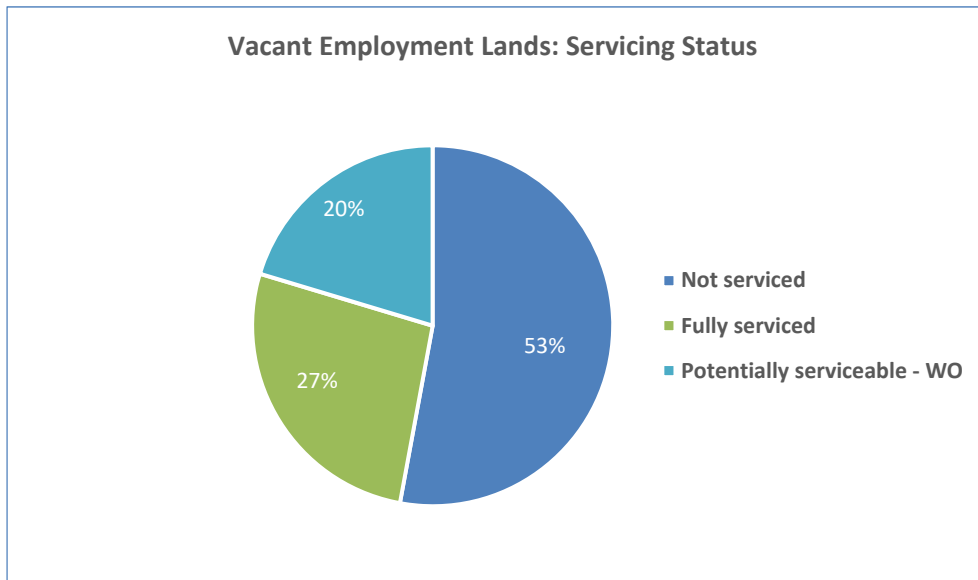
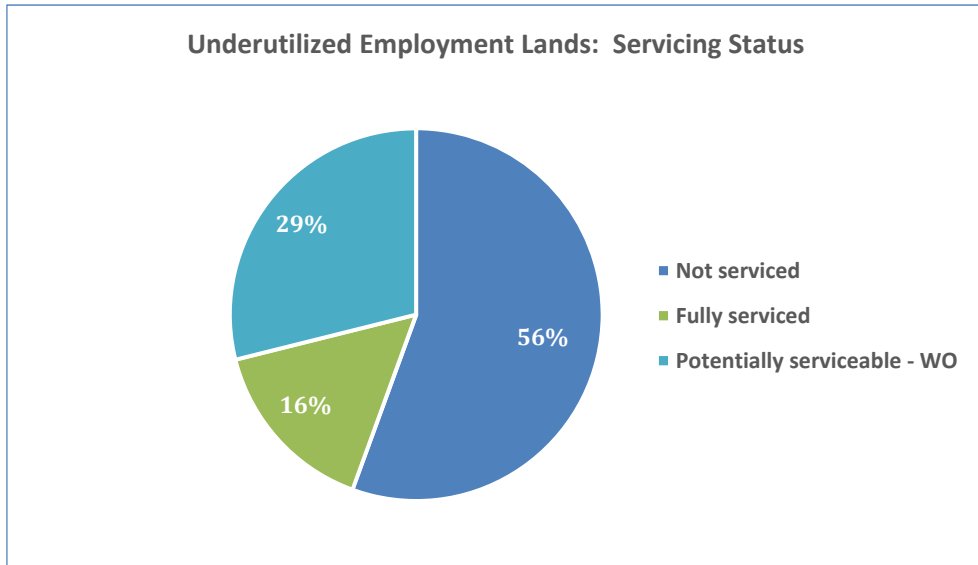
Municipality within Durham Region	Underutilized Employment Land: Servicing				Total (net developable) ha
	Fully Serviced	Not Serviced	Potentially Serviceable - WO	Potentially Serviceable - WO & Sewer	
Ajax	128	0	0	1	129
Brock	7	0	0	1	8
Clarington	29	29	28	1	87
Oshawa	108	11	0	0	119
Pickering	48	0	0	1	49
Scugog	7	25	13	0	45
Uxbridge	0.20	0	0	0	0.20
Whitby	95	18	12	11	136
Rural Emp Areas: Brock & Uxbridge	0	0	26	5	31
Total	422.20	83	79	20	604.20

Source: 2016 Development and Servicing Status data, Durham Region

Exhibit 7: Summary of Scugog’s Employment Lands Development Status x 3



Source: 2016 Development and Servicing Status data, Durham Region



3.3 EMPLOYMENT LAND ABSORPTION

3.3.1 Historical Building Permit Activity Trends

The Region’s February 2016 and April 2017 Annual Building Activity Reports compares 2014 to 2016 Building Permit Activity for industrial development with permits for development in other sectors (Exhibits 8 and 9). The headlines are:

- In 2016, new industrial development represented circa 24% of all non-residential Building Permits, and 12% of total non-residential Building Permit value; and

- The Region’s industrial, commercial and institutional sectors experienced reductions in non-residential development Building Permit activity in 2015 (in terms of floorspace) compared to 2014 levels, with varying levels of recovery in 2016.

Exhibit 8: Non-Residential Building Permit Activity (by '000 sq. ft. floorspace) – Share by Sector

Sector	Non-residential floorspace ('000 sq. ft.)			
	2014	2015	2016	% of 2016
Commercial	907.8	245.4	405.8	21%
Industrial	492.0	311.6	451.2	24%
Agricultural	396.8	407.7	435.7	23%
Institutional	461.7	123.1	534.0	28%
Governmental	110.6	229.2	85.5	4%
Total	2368.9	1317.0	1912.2	100%

Exhibit 9: Non-Residential Building Permit Activity (by Value, \$ millions) – Share by Sector

Sector	Value of non-residential floorspace (\$ millions)			
	2014	2015	2016	% of 2016
Commercial	301.9	92.7	145.8	40%
Industrial	93.0	92.8	42.9	12%
Agricultural	15.7	11.6	10.5	3%
Institutional	124.4	36.2	134.6	37%
Governmental	22.1	93.2	27.8	8%
Total	557.1	326.5	361.6	100%

The Region’s Annual Building Activity Report also compares the non-residential Building Permit activity of the Region’s eight local municipalities, but does not drill-down by sector (Exhibits 10 and 11):

- In 2016, the Township issued Building Permits for a total of 131,000 sq ft of non-residential floorspace, equating to a 7% Regional share;
- However, a 7% share in terms of floorspace translates only to a 1% share of overall Building Permit value in 2016 (with Oshawa and Whitby together accounting for over 60% of total value).

Exhibit 10: Non-Residential Building Permit Activity (by '000 sq ft floorspace) – Share by Municipality

Municipality	Non-residential floorspace ('000 sq. ft.)			
	2014	2015	2016	% of 2016
Ajax	210.2	128.6	246.7	13%
Brock	60.6	108.1	111.3	6%
Clarington	332.5	286.7	262.2	14%
Oshawa	816.3	294.7	281.2	15%
Pickering	168.2	56.0	96.3	5%
Scugog	97.4	92.6	131.2	7%
Uxbridge	156.9	122.3	233.7	12%
Whitby	526.8	228.0	549.6	29%
Total	2368.9	1317.0	1912.2	100%

Exhibit 11: Non-Residential Building Permit Activity (by value, \$ millions) - Share by Municipality

Municipality	Value of non-residential floorspace (\$ millions)			
	2014	2015	2016	% of 2016
Ajax	52.3	32.1	48.0	13%
Brock	4.0	4.3	6.1	2%
Clarington	73.7	75.0	21.0	6%
Oshawa	241.2	104.3	122.7	34%
Pickering	49.4	30.2	35.2	10%
Scugog	34.2	25.3	4.8	1%
Uxbridge	11.0	10.2	25.2	7%
Whitby	91.3	45.3	98.5	27%
Total	557.1	326.7	361.5	100%

Source: 2016 and 2017 Annual Building Activity Report, Durham Region

The Township's Building Permit Activity for industrial lands in Port Perry between 2008 and 2018 demonstrates a sizeable proportion of approved permits for development that have yet to be deemed complete, with such values significantly higher than the value of completed works.

Exhibit 12: Non-Residential Building Permits in Port Perry Employment Areas (by '000 sq ft floorspace)

	Non-residential floorspace ('000 sq. ft.)											
Building Permit Status	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Total
Issued		6336	30992.5			5400	30570	43771.8			6498	123568.3
Completed	10472	6695	6200	760		9375						33502
Total	10472	13031	37192.5	760		14775	30570	43771.8			6498	157070.3

Source: SPM from data received by the Township of Scugog

Exhibit 13: 10 Years Non-Residential Building Permits in Port Perry Employment Areas (by value, \$,000s)

	Value of non-residential floorspace (\$, millions)											
Building Permit Status	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Total
Issued		\$180	\$766			\$110	\$2,200	\$1,160			\$390	\$4,806
Completed	\$895	\$600	\$30	\$200		\$1,050						\$2,775
Total	\$895	\$780	\$796	\$200		\$1,160	\$2,200	\$ 1,160			\$390	\$7,581

Source: SPM from data received by the Township of Scugog

4 Prioritizing Investment in Employment and Hotel Development

4.1 INVESTMENT IN EMPLOYMENT DEVELOPMENT

This Plan recognizes that development projects reflect varying scales of impact. From the perspective of achieving the maximum economic and municipal fiscal impact, major investment in Prestige Industrial uses can be expected to generate significant economic benefits with respect to capital investment, developable square footage, property assessment and job creation or retention. This CIP excludes all forms of Rural Industrial and Extractive Industrial uses, although they are allowable uses in the zoning bylaw and per schedule of land uses in the Township's Official Plan.

It is therefore the focus of this CIP to provide financial incentives only on the prestige (M1) and general (M2) industrial lands located in the Port Perry Employment Area, subject to further limitations as specified elsewhere in this plan. While employment on other industrial lands is an important contributor to local economic development, it is the build-out of the prestige and general industrial lands within the urban area that offer the greatest potential for long gains in employment and property assessment. Accordingly, these lands remain the focus of this plan, along with the addition of the hotel.

4.1.1 Eligible Uses within the Employment Community Improvement Project Area

For purposes of administering this CIP, the Township will determine the eligibility of land and property uses within its discretion. The intent of the Township is to limit eligibility to those specific employment uses that are most likely to meet the stated objectives of the Plan as outlined in Section 1.2 (Purpose and Objectives). This includes, among other uses development in the M1 and M2 zones within the CIPA to include manufacturing; business, medical, dental and professional and administrative offices, corporate head offices, engineering, research and development activities, and distribution.

Program support will be limited to the development and/or expansion of buildings. Development proposals for the creation of outside storage uses, landscape and access improvements will not be supported unless such development represents an ancillary or accessory use of the site which is being proposed by the development of new buildings and/or their expansion.

Similarly, the programs are not intended to support private investment in on-site, drainage, grading or servicing works unless related directly to building-related construction activity, and in the view of the Township these works do not represent the majority of the capital investment in the proposed development.

For further clarity, and only by way of example, the CIP excludes the following uses: Aggregate Transfer Site; Asphalt Plant; Motor Vehicle Sales and Service Establishment; Outside Storage.

In determining the eligibility of applications for purposes of the CIP, the Township will be guided by Section 7.4 of the CIP, as well as by the Township of Scugog Zoning Bylaw 14-14, together with any amendments thereto. In all instances, the permissibility of any proposed use or development will be subject to the requirements of the in-force Zoning Bylaw.

4.2 INVESTMENT IN HOTEL DEVELOPMENT

Pursuant to the Zoning By-law a hotel is defined as an establishment that consists of one Building or two or more connected or adjacent Buildings consisting of at least three individual rental units which cater to the needs of the travelling Public by furnishing sleeping accommodation which may or may not supply food but does not include a Boarding, Lodging or Rooming House or an Apartment Dwelling.

Land use designations within the Township Official Plan that allow for hotel development include the following commercial uses:

4.2.1 Community Commercial (C2)

- These are lands that are intended to provide opportunities for large format retail uses that serve the broader community. Permissible uses include **Hotels**, motels, and convention centres.

4.2.2 Main Central Area (C3)

- These are lands in the historic Commercial Core of the Port Perry Urban Area, including the Historic Downtown Area and Water Street Area. Permissible uses include **Hotels** and convention centres.

4.2.3 Corridor Commercial (C5)

- These are lands that service the travelling public on Scugog Street (Highway 7A) as well as local commercial needs. Permissible land uses include **Hotels**, motels, and convention centres. The Township's Zoning By-law 14-14 permits hotels in Highway Commercial (C4) and Tourist Commercial (C7) zones. The Community Improvement Project Area within which hotel development may be eligible under this CIP is limited to the defined Port Perry Urban Area.

If additional land use designations (i.e. non-commercial lands) are to be considered for a hotel use, Township staff shall consult with Regional staff to ensure land use compatibility.

4.3 FUTURE EMPLOYMENT GROWTH

4.3.1 Results of Scugog Business Retention and Expansion Survey (2013)

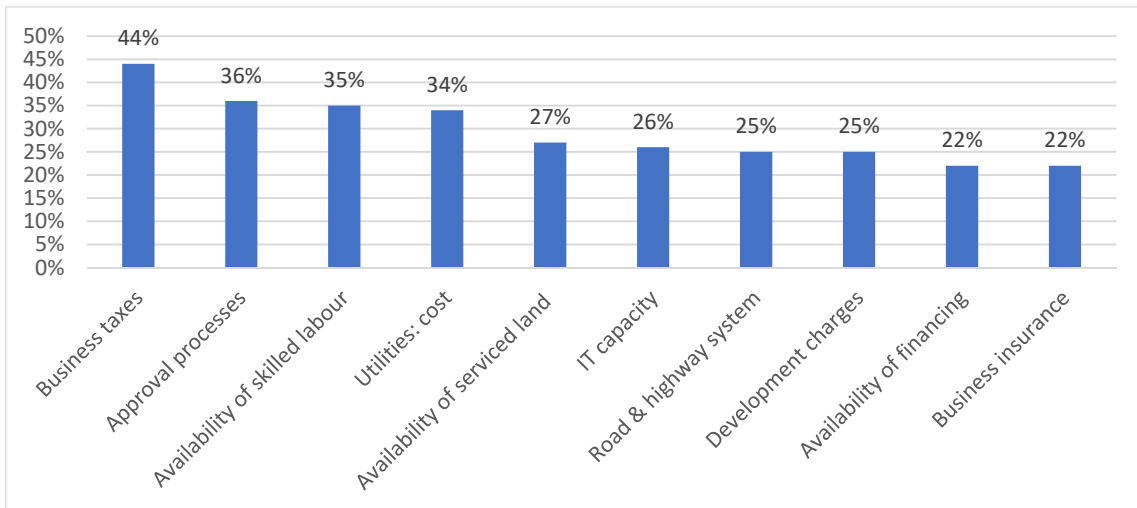
The outcomes of the 2013 Scugog Business Retention and Expansion (BR&E) Survey provide a lens on the areas identified by the Township's business owners for further improvement and new opportunities.

Survey respondents indicated some of the key challenges they face doing business in the Township. Most notably, these included high taxes, lack of sewage capacity, infrastructure maintenance, the impact of maintaining a skilled workforce, and policy restrictions. Exhibits 14 and 15 identify the

top 10 barriers to expansion of existing businesses and new development (existing and new) in the Township.

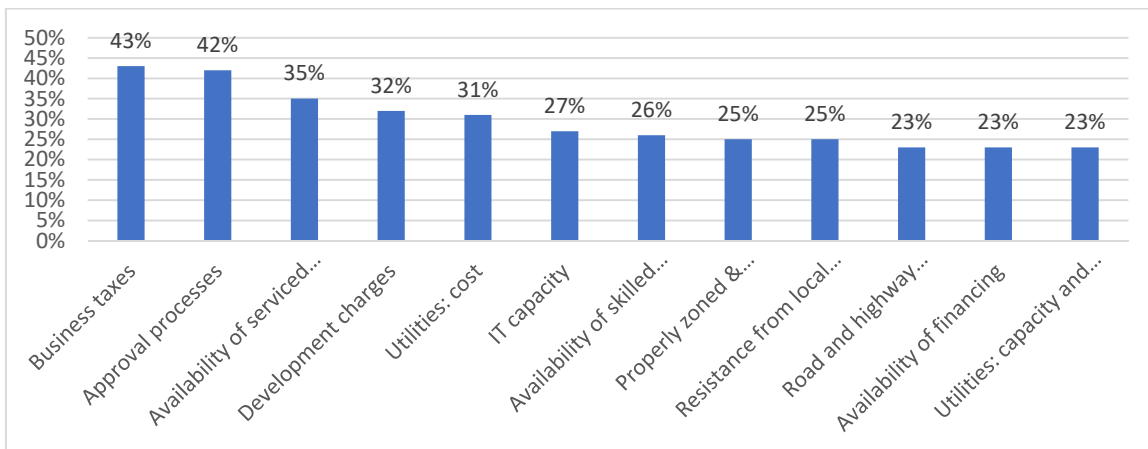
Survey respondents also highlighted opportunities for improving the business climate, namely: building government/business relationships, supporting business development and expansion, growing a talented workforce, and continuing to improve infrastructure to best serve the needs of businesses, residents and tourists.

Exhibit 14: Top 10 barriers to expansion for existing businesses



Source: 2013 Business Retention and Expansion Survey Results, Township of Scugog

Exhibit 15: Top 10 barriers to development of new businesses



Source: 2013 Business Retention and Expansion Survey Results, Township of Scugog

The 2016 Census identifies that the Township’s resident labour force totalled 11,805 persons, of which 11,160 persons were employed.

4.3.2 The Township’s Employment Profile

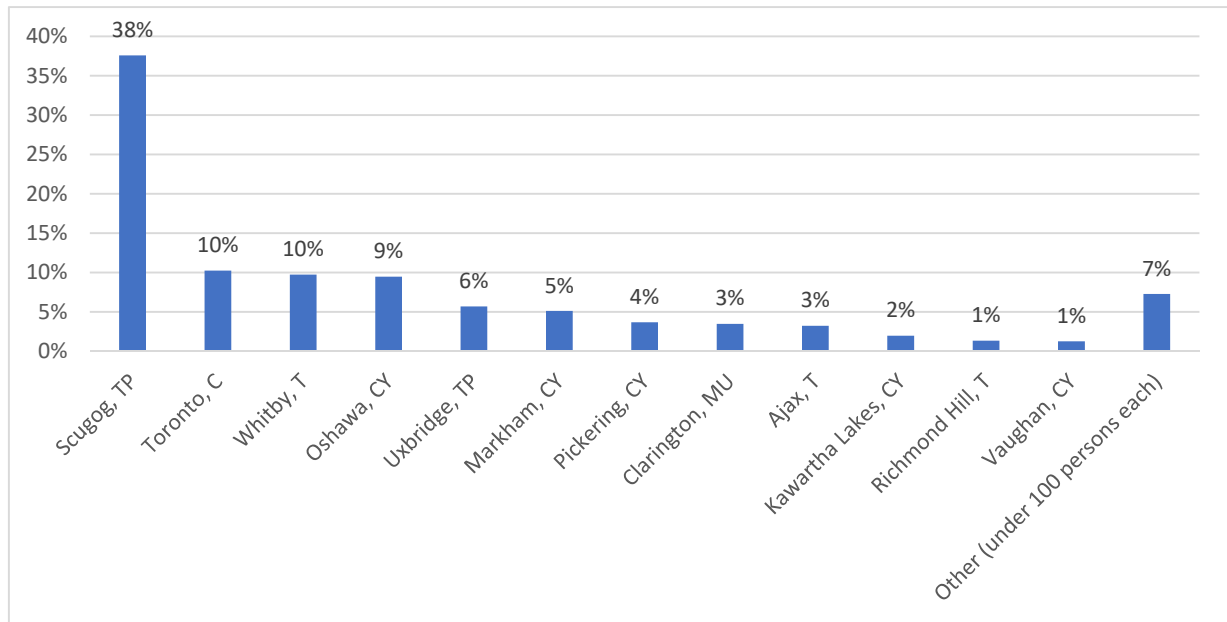
Regional Historic Trends in Employment (by sector)

The Region’s Economic Development Strategy and Action Plan 2017-2021 reports that the Region has historically been known for its strengths in manufacturing; however, since 2010 much of the growth in the Region has been associated with the service sectors.

The Strategy goes on to identify that the number of jobs in manufacturing, the third largest sector, declined by 2% from 2010 to 2015. Employment has increased over the same period by 21% in construction; 13% in finance and insurance; 11% in professional, scientific, engineering and technical services; 11% in healthcare; and 10% in transportation and warehousing.

Exhibit 16 identifies that 62% of the Township’s resident labour force who ‘Worked at a Usual Place’¹ were employed outside the Township Census Sub Division, with the top three out-commuting destinations for work being Toronto, Whitby and Oshawa.

Exhibit 16: Place of Work for Township (resident) labour force: with a ‘Usual Place of Work’



Source: Commuting Flow with Geography of Residence identified as ‘Township of Scugog’: Statistics Canada - 2016 Census.

¹ Commuting destination for the employed labour force aged 15 years and over in private households with a usual place of work - 25% sample data

2016 Township 'Place of Work' Employment

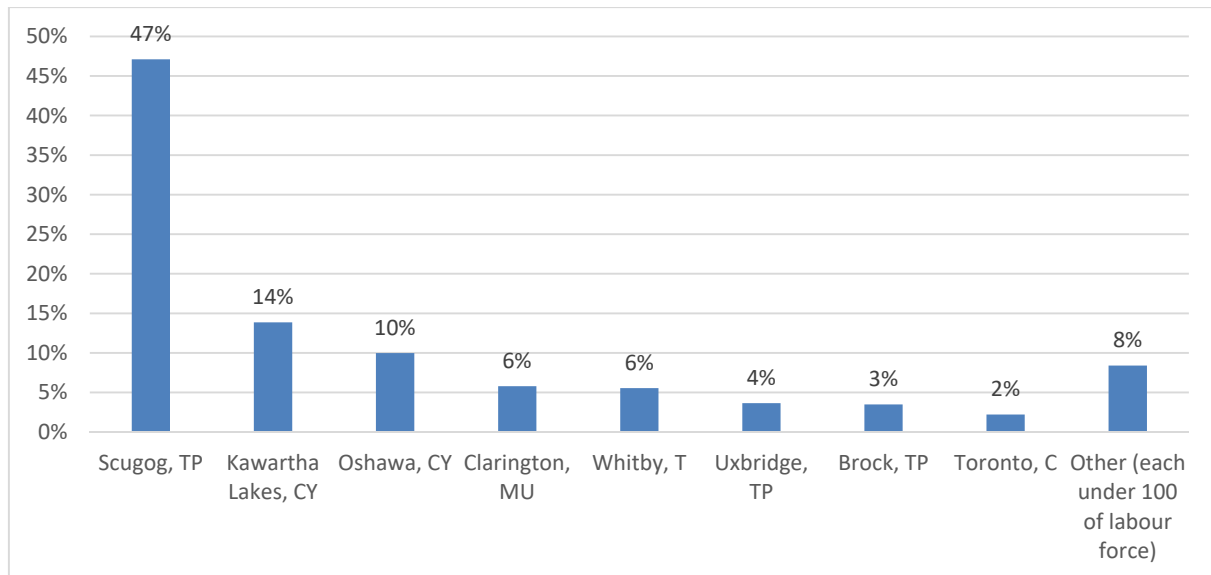
The second measure of the Township's employment profile is 'Place of Work' data – this identifies the number of jobs there are within the Township, including those who commute-in for work from outside the census sub-division. For the purpose of planning for future Employment Area growth and investment, this is a more relevant measure of employment than the resident labour force.

The 2016 Census identifies that the Township has 9,310 whose workplace is in the Township, comprising:

- 6,315 who: 'Worked at usual place' (including those who commute into the Township -see Exhibit 17);
- 1,260 who: 'Worked at home'; and
- 1,735 who had: 'No fixed place of work' (but who it is assumed reside in the Township)².

Of the 6,315 persons who identified that the Township was their usual place of work³, 47% lived there. The majority of those in-commuting to work in the Township were drawn from nearby settlements including Kawartha Lakes (14%), Oshawa (10%), Clarington and Whitby (both 6%).

Exhibit 17: Place of Residence for persons who identified as having a 'Usual Place of Work' in the Township



Source: Commuting Flow with Geography of Work identified as 'Township of Scugog': Statistics Canada - 2016 Census.

² Statistics Canada - 2016 Census Profile

³ Commuting destination for the employed labour force aged 15 years and over in private households with a usual place of work - 25% sample data

Population and Employment Growth Forecasts

The CIP is being prepared against a backdrop of increasing population and employment growth forecasts at the Regional and Township levels. Accordingly, the essential premise of the programs developed under the CIP should be that they relate to the changing needs and opportunities brought about by this growth but should also be designed in such a way as to be a flexible tool for supporting investment over time.

In terms of employment by industry (at the two-digit NAICS level)⁴, circa 14% of the 11,805 labour force (employed and unemployed) had occupations which are commonly located in Employment Areas: 8% (915) in Manufacturing; 3% (400) in Transportation and Warehousing; and 3% (395) in Wholesale Trade.

A further 12% (1,375) had an occupation in the Construction industry and 4.5% (535) in Administrative and Support; Waste Management and Remediation Services. Both industries are relevant to highlight here as the nature of their respective trade and operations means that businesses can often seek to occupy premises in existing Employment Areas.

Employment Growth Forecast

The ROP includes the following forecast employment growth for the Township to 2031:

Exhibit 18: Existing Durham Region Employment Forecasts

Projected Employment				
(Durham Region Official Plan)				
	2016	2021	2026	2031
Township of Scugog	8,480	8,955	9,240	9,480
% Change from 2016		5.6%	9%	11.8%

Source: Durham Region Official Plan, Office Consolidation, 2017

As with population, as part of the Municipal Comprehensive Review process the Region will be revising its employment growth forecasts for the Township to implement A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2019) to the year 2041.

⁴ Total Labour Force population aged 15 years and over by Industry - North American Industry Classification System (NAICS) 2012 - 25% sample data. Statistics Canada - 2016 Census.

4.4 PLANNING ACT PROVISIONS FOR CIPs

Municipalities with community improvement policies in their official plans have the authority under Section 28 of the Ontario Planning Act to designate a Community Improvement Project Area, hereafter referred to as CIPA, and to prepare and adopt a Community Improvement Plan (CIP). The definitions of “community improvement,” “community improvement plan,” and “community improvement project area” can be viewed in the sidebar.

In implementing the CIP, municipalities may also provide “grants or loans, in conformity with the community improvement plan, to registered owners, assessed owners and tenants of lands and buildings within the community improvement project area (Planning Act, Section 28(7)).” Eligible costs include those “related to environmental site assessment, environmental remediation, development, redevelopment, construction and reconstruction of lands and buildings for rehabilitation purposes or for the provision of energy efficient uses, buildings, structures, works, improvements or facilities (Planning Act, Section 28(7.1)).”

4.5 PROVINCIAL POLICY STATEMENT (PPS), 2014

Provincial Policy Statements (PPS) are issued by the Government of Ontario to provide direction on matters of provincial interest as it relates to planning and development. Section 1.3 of the PPS supports the goals of this CIP as follows:

“Planning authorities shall promote economic development and competitiveness by:

- 1 Providing for an appropriate mix and range of employment (including industrial, commercial) and institutional uses to meet long-term needs;
- 2 Providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;

Relevant definitions under Section 28(1) of the Planning Act

“community improvement” means the planning or replanning, design or redesign, resubdivision, clearance, development or redevelopment, construction, reconstruction and rehabilitation, improvement of energy efficiency, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses, buildings, structures, works, improvements or facilities, or spaces therefore, as may be appropriate or necessary;

“community improvement plan” means a plan for the community improvement of a community improvement project area;

“community improvement project area” means a municipality or an area within a municipality, the community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason. R.S.O. 1990, c. P.13, s. 28 (1); 2001, c. 17, s. 7 (1, 2); 2006, c. 23, s. 14 (1).

- 3 Encouraging compact, mixed-use development that incorporates compatible employment uses to support livable and resilient communities;
- 4 Ensuring the necessary infrastructure is provided to support current and projected needs. (PPS, Section 1.3 (1.3.1)).

Section 1.7.1 (a) provides for long-term economic prosperity via “*promoting opportunities for economic development and community investment readiness*”; and Section 1.7.1 (b) by “*optimizing the long-term availability and use of land, resources, infrastructure, and public service facilities*”. This CIP will assist in enabling employment uses on employment land, such as industrial use, without which opportunity may be restricted to other forms of commercial development which are not primarily the intent of the industrial areas. Industrial use is a prime generator of stable employment growth and spending in the community through employment and income created in these firms as well as opportunities for materials suppliers and services located in the Township.

4.6 MUNICIPAL ACT PROVISIONS FOR CIP GRANTS AND LOANS

Status: Last amended in 2011; consolidated in 2012

The following sections of the Ontario *Municipal Act, 2001* are relevant to the implementation of community improvement plans:

- Section 106(1) prohibits municipalities from engaging in bonusing – the practice of providing direct or indirect assistance to manufacturing, industrial or commercial businesses through the use of financial incentives. However, a municipality exercising its authority to implement a community improvement plan under Section 28 of the Planning Act is exempt from this section (Municipal Act, Section 106(3)).
- Section 365.1(2) is also exempt from Section 106(1) and allows municipalities to pass by-laws that cancel “all or a portion of the taxes for municipal and school purposes levied on one or more specified eligible properties, on such conditions as the municipality may determine.” This section applies only to lands with demonstrated contamination. Cancelling taxes for school purposes requires written approval by the Minister of Finance. This policy is the basis of the Province’s Brownfield Tax Incentive Program (BFTIP) – which provides for the deferral of the Municipal portion of the property tax increase resulting from property remediation and subsequent redevelopment as well as matching financial assistance for the Education Portion upon approval by the Minister of Finance.

4.7 REGIONAL PLANNING PROVISIONS FOR CIPs

Status: Consolidated in May 2017

The following sections of the Regional Official Plan are relevant to the preparation and implementation of a CIP in Scugog, and the Region's potential participation in this process:

- 14.4.2: The Region recognizes that the area municipalities may adopt Community Improvement Plans in accordance with the Planning Act, to stimulate the re-use, revitalization, redevelopment and rehabilitation of Urban Areas, based on local needs and priorities.
- 14.4.3: To assist in the implementation of area municipal Community Improvement Plans, the Region may adopt a Revitalization Program [see Section 4.8 below] that will guide how the Region may participate financially, or otherwise, in area municipal Community Improvement Plans
- 14.4.4: The Region's participation in an area municipal Community Improvement Plan will be subject to both the Region's Revitalization Program and the Region's annual Business Plan and Budget process.
- 14.4.5: The Region's participation in the implementation of an area Municipal, Community Improvement Plan is intended for projects that contribute to achieving the goals of the Regional Official Plan for the development of Urban Areas.

4.8 REGIONAL REVITALIZATION PROGRAM

The following details on the Regional Revitalization Program are extracted from the '*Guideline for the Regional Revitalization Program Regional Municipality of Durham*' which is available on the Region's website (no date of publication given):

- The Regional Revitalization Program (RRP) is a partnership between the Region of Durham and participating area municipalities and aims to strategically target Regional investment towards key areas of Durham Region's area municipalities that advance the goals of the Regional Official Plan and achieve positive economic and community objectives. Overall, the RRP is founded on the premise that the general public will benefit from municipalities providing financial support to redevelopment and intensification projects that otherwise would not be initiated without municipal financial assistance.
- Eligible Community Improvement Plan (CIP) projects must be supported by the area municipality. In addition, the participating area municipality must provide a significant financial contribution to the project, pursuant to the CIP. Regional financial assistance will not be greater than the area municipality's financial contribution.

4.8.1 RRP Application Requirements

The RRP outlines mandatory criteria that must be satisfied as a prerequisite for program eligibility and consideration of Regional participation and financial support. This eligibility criteria forms the basis of the Program and includes the following:

- 1) The CIP project must be recommended by the area municipality.
- 2) The project must conform with and support ROP policies, such as encouraging the development of people-oriented places that are accessible by public transit and active transportation.
- 3) RRP projects must encourage both residential and employment growth in the Region's key urban locations, including Urban Growth Centres, Regional Centres, Regional Corridors, and brownfield sites throughout the Region, which will be given preference.
- 4) The project must entail significant and substantial revitalization. Development and construction cannot already be underway. Examples of eligible project types are:
 - New construction
 - Addition to existing
 - Redevelopment
 - Brownfield Redevelopment
 - Projects involving façade improvements, streetscaping, etc. are not eligible under the RRP.
- 5) The area municipality must provide a significant financial contribution to the project, pursuant to the CIP. Regional financial assistance will not be greater than the area municipality's financial assistance.
- 6) The area municipality must submit an application to the Region's Commissioner of Finance, including a business case for the development and implementation of the CIP project by the proponent, which details the proposed project and demonstrates the need for Regional financial assistance.
- 7) The proponent's property tax and utility accounts must be current, and the proponent must not be in debt or involved in litigation with the Region or any area municipality.
- 8) The participating area municipality must be willing to enter into a legal agreement with the Region that outlines the terms and conditions for the funding and ensures accountability for the Regional funding.
- 9) The participating area municipality must also agree to conduct periodic post-project reviews for five years after substantial occupancy in conjunction with the Region to provide accountability and ensure effective utilization of Regional resources.

Regional Development Charges and Other Fees

Projects will be required to fully pay all applicable Regional fees and charges, including Development Charges.

Financing the Program and Flow of Funds

Increased property tax revenue generated from the increased current value assessment of approved projects of the RRP will be used to replenish the Regional Revitalization Reserve Fund for a time period after substantial occupancy to be determined by Regional Council at project approval.

In recognition of the need for upfront direct financial assistance, funds for approved CIP projects will be transferred to the applicable area municipality at the following milestones:

- Building permit issued by area municipality: **50%**
- Framing inspection, or equivalent structural completion, passed by the area municipal building inspection authority: **40%**
- Occupancy permit received from area municipal building authority or passed preoccupancy inspection of those municipalities which do not issue an occupancy permit: **10%**

4.9 SCUGOG OFFICIAL PLAN PROVISIONS FOR CIPs

The Scugog Official Plan defines Community Improvement as encompassing all those activities, both public and private, which maintain, rehabilitate and redevelop the existing physical environment to accommodate the social and economic priorities within the community.

Section 9.10.1 provides that Community Improvement Plans shall be prepared and adopted to:

- Improve conditions in older residential neighbourhoods and industrial areas;
- Improve the property and business tax base by encouraging economic expansion and new development by both the private and public sectors;
- Promote the revitalization for the downtown business area; and
- Encourage investment and improvement in the maintenance and rehabilitation of existing commercial, industrial, institutional and residential buildings and structures.

Section 9.10.2 identifies the criteria for a CIP designation when 'the potential exists to achieve economic growth in an area as a result of building improvement, repair and/or replacement.'

Section 9.10.2 of the Scugog Official Plan identifies the criteria for designation of a CIP:

<p>a) A number of the non-residential land uses conflict with residential uses in a predominantly residential area; or</p>	<p>f) The potential exists to achieve economic growth in an area as a result of building improvement, repair and/or replacement; or</p>
<p>b) The area contains a number of buildings in need of maintenance, repair or rehabilitation due to age, appearance and inability to meet current energy efficiency and structural standards; or</p>	<p>g) A number of potential or existing environmental problems such as soil contamination exist in the area; or</p>
<p>c) There are deficiencies in the sanitary sewer, water or stormwater systems in the area; or</p>	<p>h) There are a number of screening, buffering, streetscaping or landscaping deficiencies in the area; or</p>
<p>d) There are deficiencies in the road network and associated infrastructure in the area including parking facilities and signage; or</p>	<p>i) There are cultural heritage resources in an area warranting protection and/or enhancement; or</p>
<p>e) There is a lack of appropriate parkland and other recreational facilities within the area; or</p>	<p>j) There are poor drainage conditions such as flooding, ponding in low lying and flat areas and inadequate ditching.</p>

5 Defined Community Improvement Project Area ('CIPA')

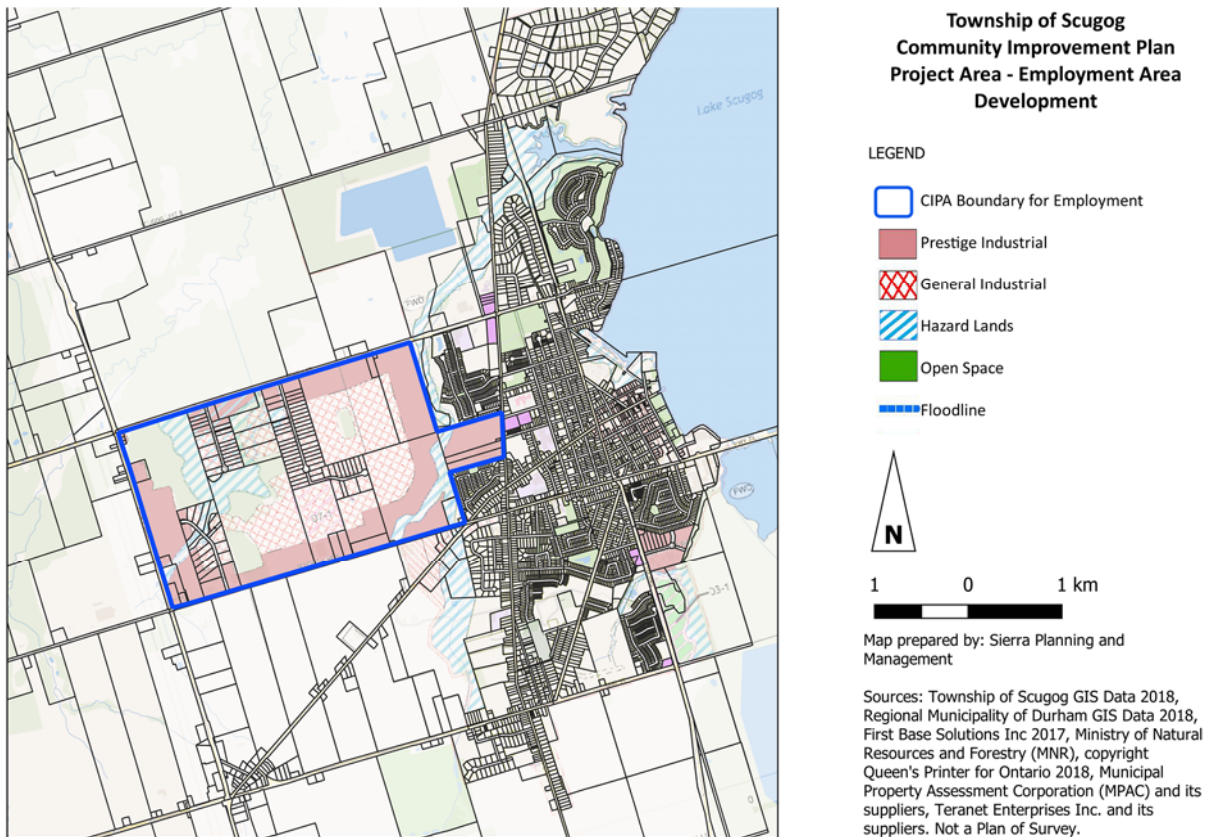
5.1.1 CIPA Coverage for Employment Lands

CIPA coverage for employment lands includes lands within the defined Urban Area of Port Perry and delineated by the following:

- Reach Street to the north;
- Scugog Line 6 to the south;
- Partially the Nonquon River to the east as well as Old Simcoe Road south of Paxton Street to just north of Walsh Drive.; and
- Highway 7/12 to the west.

For clarity Exhibit 19 demarcates the CIPA. It should be further noted that the CIPA excludes properties which front onto the opposite side of the road which forms the boundary of the CIPA.

Exhibit 19: Defined Community Improvement Project Area for Employment Lands

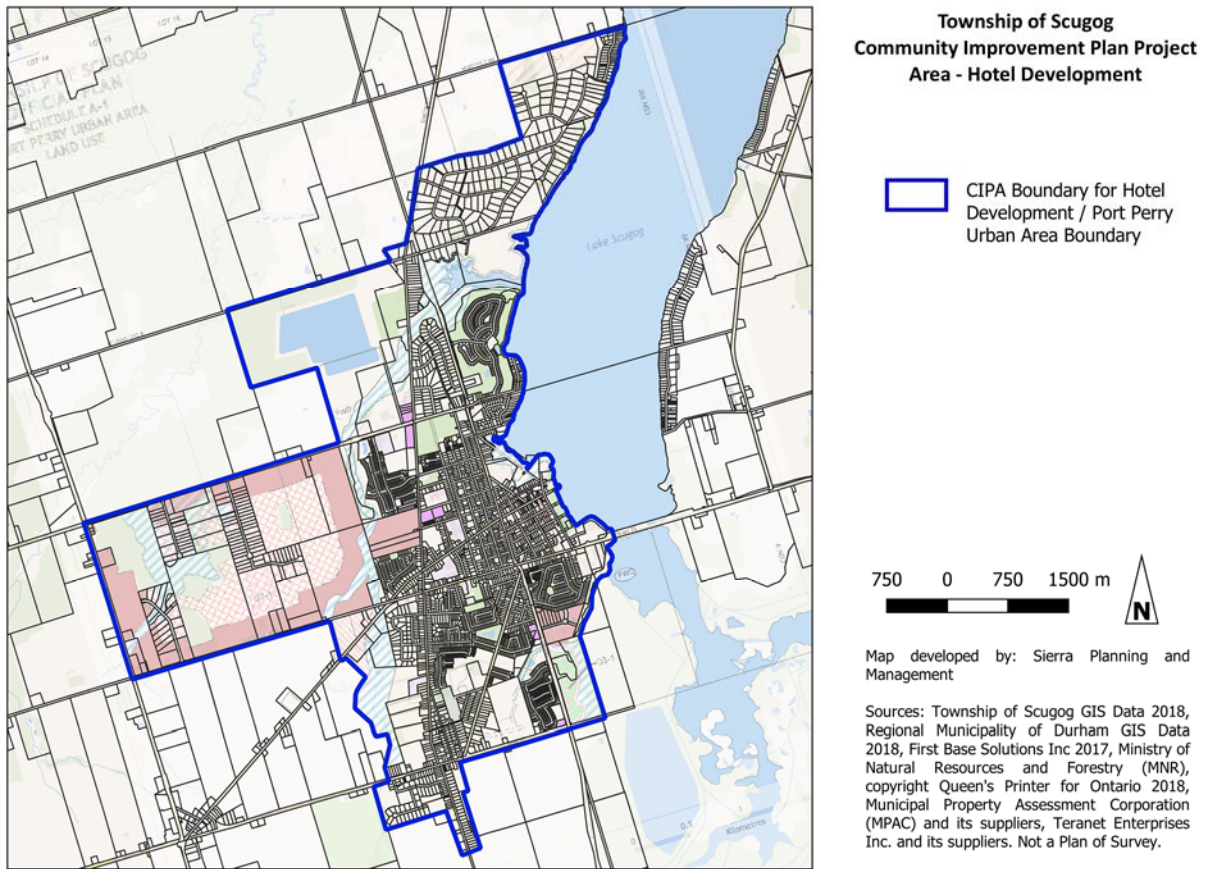


The CIPA extends to circa 350 hectares and includes lands designated for 'Prestige Industrial' and 'General Industrial' in the Scugog Official Plan – and referred to as an 'Employment Area'. The CIPA is also interspersed with areas of designated Open Space, where no industrial development is permissible.

5.1.2 CIPA Coverage for Hotel Commercial Lands

CIPA coverage for hotel development includes commercial lands within the defined Urban Area of Port Perry as per Exhibit 20. Hotel development is permitted along Scugog Line 6 and Highway 7A the historic Commercial Core of the Port Perry Urban Area and along commercial corridors on Scugog Street (Highway 7A), just south of the Main Central Area.

Exhibit 20: Defined CIPA for Hotel Development



5.2 PROGRAMMATIC SUPPORT IS DISCRETIONARY

Application approval under this CIP and eligibility for funding is determined solely by the Township based on its evaluation.

No assumptions are to be made as to funding access and scale of assistance. This CIP proposes maximums/limits for funding support which may or may not be granted by the Township based on the merits of an application. The Township may terminate this CIP at its discretion. Similarly, it may change or alter application and other procedures outlined in this CIP where such changes are not deemed material requiring a public consultation.

5.3 NO RETROACTIVITY

Financial incentive programs under the CIP will commence following the adoption of the CIP by Council, with no exception. Retroactive funding will not be provided for rehabilitation/development works completed/commenced prior to the adoption of this CIP by Council.

6 Incentive Programs

6.1 OVERVIEW OF FINANCIAL INCENTIVE PROGRAMS

For the purposes of CIP funding, only properties located in the CIPA are eligible for program support. The following incentive programs, the ‘Planning Fees and Building Permit Grant Program’ and ‘Development Charge Grant Program’ are intended to promote and support the objectives of the CIP.

The following series of programs are in effect for the initial five-year period of the CIP (2019-2024), however, Council has the right to extend, revise or alter this CIP beyond the five-year horizon subject to the objectives of Council and the performance of the Plan in the opinion of Council.

6.2 INCENTIVE PROGRAM SUMMARIES

The full schedule of program details for each CIP incentive program can be found in Schedule A. This section provides summaries of program specifics and implementation details for each of the financial incentive programs offered through the CIP, and should be read in conjunction with the full schedules.

6.2.1 Program 1: Planning Fees and Building Permit Grant Program

Description	This program offers property owners/developers a reduction in applicable planning and building permit fees. Reduced planning and building permit fees may, in concert with other program support, help encourage new development efforts through reducing initial regulatory costs.
Program Specifics	<p><u>Planning application related Fees Grant:</u></p> <ul style="list-style-type: none">Up to 75% reduction in planning fees;Maximum grant of \$15,000 per property or up to 75% reduction in planning fee costs, whichever is less. <hr/> <p><u>Building Permit Fees Grant:</u></p> <ul style="list-style-type: none">Up to 75% reduction in building permit fees for new builds or major renovations;Maximum grant of \$15,000 per property or up to 75% reduction in building permit fee costs, whichever is less. <p>Grant covers:</p> <ul style="list-style-type: none">Planning application fees for: Zoning By-law amendments; Site Plan Control for New Development and Additions; Minor Variance.Building permit fees: for eligible ‘employment area’ projects and hotel projects.

Implementation Specifics	<p>The planning fee grant funds should be disbursed only at substantial completion of the project. The building permit fees grants should also be similarly back-ended to ensure pay-out of the grant only on completion of the project.</p> <ul style="list-style-type: none"> ▪ The applicant pays for all planning and development permit costs as required and at the times required. These costs are reimbursed to the applicant, in the form of a grant, based on the following schedule: <ul style="list-style-type: none"> ▪ Zoning By-law Amendment (at substantial completion); ▪ Site Plan Control (at substantial completion); ▪ Minor Variance (at substantial completion); ▪ Plan of Subdivision (at substantial completion); ▪ Building Permit (at substantial completion).
Recommended Funding Approval	Foregone revenue

6.2.2 Program 2: Development Charge (DC) Grant Program

Description	<p>The objective of this program is to provide assistance for the development and redevelopment of sites by further reducing the cost of development related to the Township’s portion of the development charge. Reduced development charges will help facilitate development and redevelopment efforts, and the municipality will benefit through development which raises assessment and activity in the Employment Area.</p>	
Program Specifics	Eligible projects in the Employment Area	<ul style="list-style-type: none"> ▪ Maximum of 100% reduction of Development Charges levied by the Township. ▪ Unless otherwise notified by the Township in response to individual applications for financial support under this program, the grant excludes any application to Development Charges levied by, or on behalf of, the Region, as well as the Education Development Charge. ▪ The Township will conduct early consultations with Regional staff on the merits of the Regional Revitalization Project (RRP) program eligibility prior to the Township

	<p>Eligible projects in the Hotel CIPA</p> <ul style="list-style-type: none"> ▪ submitting an application and business case to the Region. ▪ The same provisions apply to eligible hotel-related CIP applications in the hotel CIPA.
Implementation Specifics	<p>The Owner or developer pays 100% of the Development Charge. This cost, to a maximum of 100%, is reimbursed to the Owner or developer, in the form of a grant based on the in-force Development Charge rates at the time of application based on the following schedule:</p> <p>Payment of the DC grant (to a maximum of 100% of the applicable Development Charge) shall be at substantial completion of the project. At its discretion, the Township may determine whether payment can be made at an earlier date or at the time of development charge payment by the applicant.</p>
Recommended Funding Approval	<p>Funding shall be from the Operating surplus through an annual allocation or repayment over an extended period of time.</p>

6.2.3 Program 3: Cash-In-Lieu of Parkland Grant Program

Description	<p>The objective of this program is to provide assistance for the development or redevelopment of sites by furthering reducing the cost of development related to Cash-In-Lieu of Parkland (CIL) dedication fees.</p>
Program Specifics	<p>Eligible projects in the Employment Areas CIP and Hotel CIP.</p> <ul style="list-style-type: none"> ▪ Up to 100% of CIL dedication fees.
Implementation Specifics	<p>All required CIL fees shall be paid either prior to registration or prior to the issuance of a Building Permit, if the development initially proceeds by way of a site plan application.</p> <p>Payment of the CIL grant (to a maximum of 100% of the CIL dedication fees) shall be at substantial completion of the project. At its discretion, the Township may determine whether payment can be made at an earlier date or at the time of the CIL payment by the applicant.</p>
Recommended Funding Approval	<p>Foregone revenue</p>

7 Implementation

7.1 EVALUATION COMMITTEE COMPOSITION AND APPLICATION INTAKE PROCESS

The Evaluation Committee is to be comprised of the following:

- Chair or designate of the Economic Development Advisory Committee
- Chief Building Official or designate from Building Division
- Director of Development Services
- Director of Finance/Treasurer
- 1 community representative
- 1 Council Member

The Committee will be led by a staff member whose primary responsibility is to manage the implementation of the CIP.

Application intake will occur on a rolling basis to help facilitate development and rehabilitation intentions on the part of property owners/developers in a timely fashion. The Evaluation Committee will meet monthly, or on an alternative schedule as agreed, and will forward recommendations to Council via a staff report. Council will make the final approval decisions on all applications.

All applications that require annual funding under Programs 1 and 2 will be accepted, evaluated and determined on a first-come first served basis. All funds committed in any one year (based on calendar years) will be assumed to be drawn down from the annual funding limit for the CIP as whole during the year of approval for funding, even where funds are disbursed in the following calendar year. Applications are encouraged for projects which are eligible for funding under more than one program.

At all times, the principle of matched funding necessitates that Council will not fund more than 50% of eligible costs or stated funding caps. Council also has the right to extend, revise or alter this CIP beyond the initial five-year horizon subject to the objectives of Council and the performance of the plan in the opinion of Council.

Funding limits are as described under each individual program.

7.2 STAFF RESOURCES

The Committee is supported by a staff person who would be responsible for application intake and ensuring that applications are complete and include all necessary documentation where required.

General Application and Approval Process:

1. Pre-application consultation meeting;
2. Completion of Application Form and any supporting materials required by the Town;
3. Screening of applications to ensure compliance with minimum eligibility requirements of the program
4. Evaluation of accepted applications by the Evaluation Committee;
5. Council may, at its discretion for Programs 1 and 2, require signing of a legal agreement which outlines all terms and conditions of assistance, and the limitations of assistance;
6. Prior to release of program funds, the Township will require proof of all costs submitted by the applicant. This will include final invoices for all costs related to the eligible works and may include a site visit by Township officials and/or staff.

The staff position should ideally form part of the Development Services Department as applications for all programs will potentially require expertise opinion from other members of staff including building inspectors, permit inspectors, planning and urban design staff. Economic Development activities are initiated through Development Services and supported by the Economic Development Advisory Committee.

7.3 ANNUAL FUNDING PLAN

The draws on the overall funding limit will be monitored annually and programs will be subject to an annual funding review. The Township may adjust the overall level of CIP funding, as well as the distribution of funding between programs, based on the annual performance of each program. A formal review of programs for public review will occur at the end of Year 3, prior to the termination or extension of the CIP and associated funding programs at the end of year 5.

The Council of the Township may alter the amount of annual funding to the Plan and its constituent programs.

While it is not the intent of Council to restrict access to program support, Council reserves the right to terminate the operation of any of the programs or all programs should it be determined as necessary on fiscal grounds or for other reasons established by the Township during the life of the Plan. Council also has the right to extend, revise or alter this CIP beyond the initial five-year horizon subject to the objectives of Council and the performance of the plan in the opinion of Council.

7.4 GENERAL ELIGIBILITY REQUIREMENTS

The following are General Eligibility Requirements that must be met by all applications before being considered by the Evaluation Committee. The General Eligibility Requirements must be read in association with the program-specific eligibility requirements detailed in Schedule A.

The General Eligibility Requirements include the following:

- Properties which are in tax arrears at the time of application or applicants who have outstanding municipal bills (water, wastewater and other additional billings from the Township) are ineligible for consideration under this program. All applicants shall also be in good standing with regard to any other municipal fees and levies liable on the property. Applicants will be given the opportunity to reinstate their applications once tax arrears and outstanding municipal bills have been cleared.

- Eligibility will be on a first come first served basis. In addition, the decision to fund, and the amount of funding, will generally be determined through the application of minimum criteria which measure each application based on the quality of the proposed property enhancement and/or development project. Such criteria will be determined by the Evaluation Committee and adjusted from time to time as required. The development of these criteria and their use in evaluation of complete applications which have successfully passed a screening test, will be at the sole discretion of the Evaluation Committee in performing its mandate under this Plan.

- Council will also screen from further consideration any application which is in default of any by-law of the Township.
- Only properties located within the boundary of the CIPA, as defined in Section 5 of this plan, are eligible for financial incentive programs offered under this CIP.
- Applicants who are involved in ongoing litigation with the Township are ineligible for consideration.
- Under Section 28(7) of the *Planning Act*, eligible applicants must be either a registered property owner, assessed property owner or a tenant of a property to whom the owner has assigned consent to receive assistance under the CIP.
- The decision by Council to fund property enhancement through the instrument of this CIP is entirely at the discretion of the Council of the Township. The Council reserves the right to determine the level of funding which shall be received by an applicant, whether to fund at all or in part, and what conditions, obligations and other requirements are attached to funding allocations.
- Further, Council reserves the right to amend the process of application and evaluation, at any time and for any reason, without the requirement to amend the approved CIP.

8 Monitoring Program

The program will be monitored for effectiveness on an annual basis with an interim review in year 3 (and a detailed review in Year 5) to determine whether each program has met the goals of the CIP. At the end of each year of each program, a published estimate of private sector investment leveraged by each approved funding allocation (by application) should be provided. The overall CIP should be monitored as follows.

General Baseline Data

At the inception of the CIP, general baseline data should be gathered through the following actions (contingent on staff resources):

- Compile inventory of vacancies (build on baseline vacancy mapping completed by consultants) and use it as a baseline to then monitor and compare results annually;
- Develop a database that contains the current assessed value of the properties located within the CIPA boundary to have a baseline to compare the growth in property assessment in the later years of the plan.

General Variables

For each approved incentive program, the following general variables should be measured and recorded: the number of applications submitted and the number of successful applications; and qualitative assessment as to the impacts of development on the township, including reference to employment generated.

Overall CIP Performance Measures:

- Overall take-up of each program and the number of unsuccessful applications;
- Total amount of committed funding annually;
- Total amount of private-sector investment that resulted;
- Applicant satisfaction with application process and communication materials and protocols;
- In year 2, evaluate the effectiveness of the organizational and funding structure of the CIP process, composition and operation of the evaluation committee, amount of staff resources and other resources to administer, monitor and market the plan.

Table 1: Program-Specific Variables

CIP Program	Program-specific Variables
Planning Fees and Building Permit Grant Program	Total amount of the planning and building permit fees reductions; Total amount of grant disbursed; Total value of construction; Total square footage of space constructed; Number of jobs created; Increase in property assessment.
Development Charge (DC) Grant Program	Total amount of development charges that have been reduced; Total amount of grant disbursed; Total value of construction; Total square footage of space constructed; Number of jobs created; Increase in property assessment.
Cash-In-Lieu of Parkland Grant Program	Total amount of CIL dedication fees reductions; Total amount of grant disbursed; Total value of construction; Total square footage of space constructed; Number of jobs created; Increase in property assessment.

Schedule A: Schedule of Program Details

This schedule forms part of the Township of Scugog – Port Perry Employment Area and Hotel Community Improvement Plan (CIP).

PROGRAM 1: PLANNING FEES & BUILDING PERMIT GRANT PROGRAM

<p>Rationale and Objective(s)</p>	<ul style="list-style-type: none"> • This program offers property owners/developers a reduction in applicable planning and building permit fees. • Planning applications cover a range of specific land use planning consents, approvals, discharges and other administrative functions which are subject to the payment of processing fees. • Separately, the program includes a grant equivalent to a specified portion of the Building Permit fees in effect. • Reduced planning and building permit fees may, in concert with other program support, help encourage development efforts by reducing initial regulatory costs. • Regional planning fees, where applicable, are not covered under this grant.
<p>Benefits</p>	<ul style="list-style-type: none"> • This program will utilize the Township’s schedule of fees in effect at the time of approval of the application for program assistance. • Pursuant to Bill 124 (<i>Building Code Statute Law Amendment Act, 2002</i>) building permit fees are based on a cost-recovery model; • The regime of planning application processing fees currently in effect in the Township is based on partial cost recovery of administrative and processing costs. • All applications for development are required to pay these fees; accordingly, as an incentive for the development of industrial properties, these upfront fees can be reduced by way of a grant.
<p>Legislative Provision</p>	<ul style="list-style-type: none"> • Authority for municipalities to impose fees and charges come under Section 391 of the <i>Municipal Act, 2001 (S.O. 2001, c. 25)</i>. Section 28(7) of the <i>Planning Act (R.S.O. 1990, c. P.13)</i> provides for grant assistance.
<p>Target Group</p>	<ul style="list-style-type: none"> • Private sector landowners or developers seeking to complete new Industrial projects and/or (re)develop existing industrial

	properties in the Employment CIPA.
<p>Program Specifics and Limitations</p>	<p>Under the Planning application and building permit fees grant program, grants may be offered to eligible property owners or developers for eligible ‘employment area’ projects and hotel projects.</p> <p>The Township will conduct early consultations with Regional staff on the merits of the Regional Revitalization Project (RRP) program eligibility prior to the Township submitting an application and business case to the Region.</p> <p>Planning Application Fees Grant:</p> <ul style="list-style-type: none"> • The grant is equivalent up to 75% reduction in planning fees. • Maximum grant of \$15,000 per property or up to 75% reduction in planning costs, whichever is less. A maximum of 1 grant per property (or combined properties if subject to the same application) over the duration of the plan. • The Planning application fees grant only covers those Planning application fees levied by the Township. It does not cover fees associated with the completion of required studies for planning approvals, legal costs, or Local Planning Appeals Tribunal (LPAT) - related activities. <p>Building Permit Fees Grant:</p> <ul style="list-style-type: none"> • The grant is equivalent up to 75% reduction in building permit fees for new builds or major renovations. • Maximum grant of \$15,000 per property or up to 75% reduction in building permit fee costs, whichever is less. A maximum of 1 grant per property (or combined properties if subject to the same application) over the duration of the plan. • The effective schedule of Township fees for the purpose of this CIP is that which is approved and in force at the time of approval of the application for program support. This is specifically defined as being at the time of final approval (as contrasted with approval in principle). • The Building Permit Fee Grant only covers those applicable Building Permit fees as levied by the Township.

	<p>Grant covers:</p> <ul style="list-style-type: none"> • Planning application fees for: Zoning By-law amendments; Site Plan Control for New Development and Additions; Minor Variance. • Building permit fees: for eligible ‘employment area’ projects and hotel projects.
<p>Eligibility</p>	<ul style="list-style-type: none"> • As per Program Specifics and Limitations referred to above. • With specific regard to foregone cost of planning application and building permit fees, preference will be given to those projects which, in the view of the Township are most likely to meet the goals and objectives of the CIP. Such will be determined by the Township in its sole discretion. • Eligibility will be determined through the merits of each individual application and generally on the basis of likelihood of development to occur, and in a manner which is consistent with the goals and objectives of the CIP. • Grants for planning application and building permit fees do not absolve an applicant of the responsibility for funding studies and site technical reviews, or other executing actions in order to remove conditions of approval as may be required by the Township. • The General Eligibility Requirements outlined in Section 7.4 of the CIP also apply.
<p>Approval Process</p>	<ul style="list-style-type: none"> • The Planning fee grant funds will be disbursed only at the substantial completion of the project. The building permit fees should also be similarly back-ended to ensure pay-out of the grant only on substantial completion of the project. • The applicant pays for all planning and development permit costs as required and at the times required. These costs are reimbursed to the applicant by the Township, in the form of a grant based on the following schedule: <ul style="list-style-type: none"> • Zoning By-law Amendment (at substantial completion); • Site Plan Control (at substantial completion); • Minor Variance (at substantial completion); • Plan of Subdivision (at substantial completion); • Building Permit (at substantial completion).

	<ul style="list-style-type: none"> • Site visits by Township staff may be required in order to ensure that the project has been completed to the Township’s satisfaction before the Planning Application and Building Permit grant can be disbursed. • The Township will determine whether any application is approved for the full amount of the grant or a lesser amount. • The General Application Process outlined in Section 8 of the CIP also applies.
Duration	<ul style="list-style-type: none"> • Program application duration – 5 years (2019-2024). • The program will be monitored for effectiveness on an annual basis with an interim review in Year 3 (and detailed review in Year 5) to determine whether the program has met the goals of this Community Improvement Plan.
Other Restrictions	<ul style="list-style-type: none"> • The Township has the right to review any and all aspects of the program, including the purpose, form, method of application, evaluation and amount of funding of the program, from time to time, or at any time, for any reason, and at the sole and absolute discretion of the Township. • As necessary, the Township may amplify or adjust the application and approval protocols associated with this program. • The Township may refuse an application if it deems project feasibility to be limited or for any other reason, at the discretion of the Township. • If the completed project proves to be inconsistent with the proposed project that was approved and detailed in the application form and supporting documentation, the Township retains the right to cancel the disbursement of funds.
Fiscal Implications	<ul style="list-style-type: none"> • Foregone income to the Township. The Township incurs the cost of administration and any other overhead costs related to reviewing and processing the application.

PROGRAM 2: DEVELOPMENT CHARGE (DC) GRANT PROGRAM

<p>Rationale and Objective(s)</p>	<p>The objective of this program is to provide assistance for the development and redevelopment of sites by further reducing the cost of development related to Development Charges (D.C.s).</p>
<p>Benefits</p>	<ul style="list-style-type: none"> • Reduced D.C.s will help to facilitate development and redevelopment efforts, and the Township will benefit through development which raises assessment and activity in the Employment Area.
<p>Legislative Provision</p>	<ul style="list-style-type: none"> • It is recommended to use Section 28 (7) of the Planning Act which enables grants paid to property owners for reasons of community improvement whereby the grant can be equivalent up to 100% of the development charge, without eliminating the liability of the owner to pay the full amount of the charge pursuant to the Development Charge By-Law in effect at the time and relevant provincial legislation.
<p>Target Group</p>	<ul style="list-style-type: none"> • Private sector landowners or developers seeking development and redevelopment of properties in the Employment CIPA and the Hotel CIPA.
<p>Program Specifics and Limitations</p>	<ul style="list-style-type: none"> • Under the Development Charge Grant Program, grants may be offered to eligible property owners within the CIPA(s). • The grant is equivalent up to a maximum of 100% reduction of Development Charges levied by the Township. • Council has discretion to allocate the maximum grant amount where a project is deemed to have significant benefit to the local economy. • Payment of the DC grant (to a maximum of 100% of the applicable Development Charge) should be no later than 3 months following the issuance of the building permit. At its discretion, the Township may determine whether payment can be made at an earlier date or at the time of development charge payment by the applicant. • Unless otherwise notified by the Township in response to individual applications for financial support under this program, the grant excludes any application to Development Charges levied

	<p>by, or on behalf of, the Region, as well as the Education Development Charge.</p> <ul style="list-style-type: none"> • The Township will conduct early consultations with Regional staff on the merits of the Regional Revitalization Project (RRP) program eligibility prior to the Township submitting an application and business case to the Region. • The same provisions apply to eligible-hotel related CIP applications in the hotel CIPA.
Eligibility	<ul style="list-style-type: none"> • As per Program Specifics and Limitations referred to above. • Grants are for D.C. fees only and do not absolve an applicant of the responsibility for funding studies and site technical reviews or executing actions to remove other conditions of approval as may be required by the Township. • The General Eligibility Requirements outlined in Section 7.4 of the CIP also apply.
Approval Process	<ul style="list-style-type: none"> • The landowner or developer pays 100% of the D.C. This cost is reimbursed to the landowner or developer, in the form of the grant based on the in-force D.C. rates. • Payment of the D.C. grant will be at the time of occupancy of the building (occupancy defined per the Ontario Building Code Act). • The General Application Process outlined in Section 8 of the CIP also applies.
Duration	<ul style="list-style-type: none"> • Program application duration – 5 years (2019-2024). • The program will be monitored for effectiveness on an annual basis with an interim review in Year 3 (and detailed review in Year 5) to determine whether the program has met the goals of this Community Improvement Plan.
Other Restrictions	<ul style="list-style-type: none"> • The Township has the right to review any and all aspects of the program, including the purpose, form, method of application, evaluation and amount of funding of the program, from time to time, or at any time, for any reason, and at the sole and absolute discretion of the Township. • As necessary, the Township may amplify or adjust the application and approval protocols associated with this program.

	<ul style="list-style-type: none"> • If during the course of construction, the applicant is in default of relevant By-laws or payments to the Township, and fails to remedy this within a reasonable period determined by the Township, the applicant will be required to repay the D.C. grant in part or in whole at the discretion of the Township. • If the applicant is in tax arrears in any subsequent year, regarding this or other properties in its ownership in the Township, the applicant will, at the discretion of the Township, be required to repay part or the entire D.C. grant as determined by the Township. • These obligations will be confirmed by the execution of an agreement between the successful applicant and the Township in a form acceptable to the Township. • If the completed project proves to be inconsistent with the proposed project that was approved and detailed in the application form and supporting documentation, the Township retains the right to cancel the disbursement of funds.
<p>Fiscal Implications</p>	<ul style="list-style-type: none"> • Foregone income to the Township and administrative costs related to processing applications. Cost of Development Charge grant should be funded by the Operating surplus.

PROGRAM 3: CASH-IN-LIEU OF PARKLAND GRANT PROGRAM

<p>Rationale and Objective(s)</p>	<ul style="list-style-type: none"> The objective of this program is to provide assistance for the development and redevelopment of sites by further reducing the cost of development related to Cash-In-Lieu of Parkland (CIL) dedication fees.
<p>Legislative Provision</p>	<ul style="list-style-type: none"> Where Council deems lands to be unsuitable for parks, sections 42 and 51 of the Planning Act allow municipalities to accept CIL dedication equal to the value of the land that would otherwise be conveyed. Under section 9.12 (Parkland Dedication) of the Township’s Official Plan for industrial or commercial development, redevelopment or subdivision, a conveyance or dedication based on 2% of the land is permissible.
<p>Target Group</p>	<ul style="list-style-type: none"> Private sector landowners or developers seeking development and redevelopment of properties in the Employment CIPA and the Hotel CIPA.
<p>Program Specifics and Limitations</p>	<ul style="list-style-type: none"> Under the CIL Grant Program, grants may be offered to eligible property owners for the development or redevelopment of properties in the Employment CIPA and the Hotel CIPA where such development is liable for parkland dedication or CIL of parkland dedication. The grant is equivalent up to a maximum of 100% reduction of CIL dedication fees levied by the Township. Council has discretion to allocate the maximum grant amount where a project is deemed to have benefit to the local economy. Payment of the CIL grant (to a maximum of 100% of the applicable CIL dedication fees) shall be dispersed at substantial completion of the project unless otherwise notified by the Township in response to individual applications for financial support under this program.
<p>Eligibility</p>	<ul style="list-style-type: none"> Under the CIL Grant Program, grants may be offered to eligible property owners within the CIPA(s). Eligibility will be determined through the merits of each individual application and generally on the basis of likelihood of development to occur, and in a manner which is consistent with the goals and objectives of the CIP.

	<ul style="list-style-type: none"> • The General Eligibility Requirements outlined in Section 7.4 of the CIP also apply.
Approval Process	<ul style="list-style-type: none"> • The landowner or developer pays 100% of the CIL dedication fee. This cost is reimbursed to the landowner or developer, in the form of the grant based on the in-force CIL rates. • Payment of the CIL grant shall be dispersed at substantial completion of the project. • The General Application Process outlined in Section 8 of the CIP also applies.
Duration	<ul style="list-style-type: none"> • Program application duration – 5 years (2019-2024). • The program will be monitored for effectiveness on an annual basis with an interim review in Year 3 (and detailed review in Year 5) to determine whether the program has met the goals of this Community Improvement Plan
Fiscal Implications	<ul style="list-style-type: none"> • Foregone revenue

Schedule B: Glossary of Terms

Building Permits: are issued by the local body responsible for enforcing Ontario's Building Code and are required for the construction, renovation, demolition and certain changes of use of buildings.

Cash-In-Lieu of Parkland: where Council deems lands to be unsuitable for parks, sections 42 and 51 of the Planning Act allows municipalities to accept Cash-In-Lieu of Parkland (CIL), equal to the value of the land that would otherwise be conveyed.

Community Improvement Plan (CIP): is a planning tool under Section 28 of the Ontario Planning Act which permits planning and financial assistance programs involving lands, buildings, loans, grants and tax assistance for designated community improvement project areas.

Community Improvement Project Area (CIPA): "means a municipality or an area within a municipality, the community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason (Ontario Planning Act, Section 28)."

Complete Application: an application for incentive program funding under this CIP which is deemed to be complete in the opinion of the Township and which can be subject to the evaluation by the Evaluation Committee.

Development Charges: are fees levied on development to help finance the infrastructure required to service growth. Under the *Development Charges Act, 1997*, as amended, local municipal councils may pass a By-law imposing development charges.

Eligible Costs: include all capital cost categories for which the Owner is entitled to Program Assistance from the Township as may be approved and as may be provided for in the CIP and further specified in any Agreement that may be required to execute funding. Eligible costs do not equate to the maxim levels of financial assistance under individual programs.

Eligible Property: is property located in the Community Improvement Project Area (CIPA) and of an Employment nature. Any such property must be in accordance with the zoning in effect for lands contained in the CIPA.

Employment Areas: The Prestige Industrial and the General Industrial designations, together, shall be regarded as the Township's Employment Areas. The Employment Areas provide lands for a range of industrial and manufacturing uses, with opportunities for appropriate accessory uses.

General Industrial Designation: lands are located in the interior of the Employment Areas, and shall not be located in highly visible locations or adjacent to sensitive land use activities.

Hotel: an establishment that consists of one Building or two or more connected or adjacent Buildings consisting of at least three individual rental units which cater to the needs of the travelling Public by furnishing sleeping accommodation which may or may not supply food but does not include a Boarding, Lodging or Rooming House or an Apartment Building.

Owner: means the registered Owner of the Lands and includes any successors, assigns, agents, partners and any affiliated corporation. Financial assistance through tax-based funding is provided to the registered owner of the property irrespective of any assignment of those funds to another party by the owner under separate agreement between the owner and a third party.

Port Perry Urban Area: constitutes the prime settlement area within the Township as is shown in Schedule A-1 and Section 4 of the Township of Scugog Official Plan.

Planning Approval: refers to a range of Official Township land use planning consents, approvals, discharges or other administrative functions which are subject to the payments of processing fees and are legally required prior to property development and building construction.

Prestige Industrial Designation: comprises lands having prime exposure to highways or major Arterial roads. Development within this designation is intended for employment-intensive uses exhibiting a high standard of building design and landscaping.

Program Assistance means all or any of the programs contained in and provided for by the CIP.

Township's Official Plan: means the Official Plan for the Township of Scugog (Township of Scugog Official Plan), approved in March 2011, and consolidated in September 2017.