



# Urban Growth Centre Community Improvement Plan



Investing in our  
Community

The City of Oshawa Urban Growth Centre Community Improvement Plan consists of the following:

- PART A - The Preamble which does not constitute part of the actual Community Improvement Plan but is included for reference.
- PART B - The actual City of Oshawa Urban Growth Community Improvement Plan consisting of text and Figure 1 which identifies the lands to which the Community Improvement Plan applies.
- PART C - Appendices 1 and 2 which does not constitute part of the actual Community Improvement Plan but is included for reference.

Adopted by Oshawa City Council on May 2, 2016

Last updated January 2022

# Table of Contents

## Part A

<b>Preamble</b> .....	<b>1</b>
<b>1.0</b> Introduction .....	<b>2</b>
<b>2.0</b> Urban Growth Centre Community Improvement Project Area .....	<b>3</b>
<b>3.0</b> Ontario Planning Act.....	<b>4</b>
<b>4.0</b> Background Information.....	<b>4</b>
<b>4.1</b> Oshawa Official Plan.....	<b>4</b>
<b>4.2</b> Community Improvement Policies in the Oshawa Official Plan.....	<b>6</b>
<b>4.3</b> Zoning By-law 60-94 .....	<b>6</b>
<b>4.4</b> Former Business Improvement Area .....	<b>8</b>
<b>4.5</b> Previous Downtown Studies and Projects .....	<b>10</b>
<b>5.0</b> Benefits of the Urban Growth Centre Community Improvement Plan.....	<b>11</b>
<b>6.0</b> Community Improvement Plan Funding Sources .....	<b>11</b>

## Part B

<b>The City of Oshawa Urban Growth Centre Community Improvement Plan</b> .....	<b>12</b>
<b>7.0</b> Community Improvement Plan .....	<b>13</b>
<b>7.1</b> Programs .....	<b>13</b>
<b>7.2</b> General Rules .....	<b>13</b>
<b>7.3</b> Monitoring .....	<b>14</b>
<b>8.0</b> Implementation .....	<b>14</b>
<b>9.0</b> Interpretation .....	<b>14</b>
<b>10.0</b> Conclusion .....	<b>15</b>

## PART C

<b>Appendices</b> .....	<b>16</b>
Appendix 1: Increased Assessment Grant Program Procedures .....	17
Appendix 2: Procedures for Programs other than Increased Assessment Grant .....	21

Note: Sections 7.0, 8.0, 9.0, 10.0 and Figure 1 constitute the City of Oshawa Urban Growth Centre Community Improvement Plan as adopted by By-law 35-2016 pursuant to Section 28 (4) of the Planning Act, R.S.O. 1990, c. P.13. Other sections of this document are provided for information purposes only.

# Part A

# Preamble

## 1.0 Introduction

The Province of Ontario established the Growth Plan for the Greater Golden Horseshoe in 2006, which identified twenty-five existing or emerging downtown areas as Urban Growth Centres. The twenty-five identified Urban Growth Centres are to accommodate a large share of population and employment growth, serve as high density employment centres, accommodate transit infrastructure, and be planned as focal areas for investment. Downtown Oshawa was identified as an Urban Growth Centre and is expected to achieve a target of 200 persons and jobs combined per hectare by the year 2031. As a result, this Community Improvement Plan has been prepared to encourage more residential and economic growth in Oshawa's Urban Growth Centre, which encompasses Downtown Oshawa.

The goals and objectives of the Urban Growth Centre Community Improvement Plan (UGC CIP) are consistent with and complement the community improvement goals of the Oshawa Official Plan. The Urban Growth Centre Community Improvement Plan authorizes the City to provide financial incentives to encourage development in this area of the City.

The goals of the Urban Growth Centre Community Improvement Plan are:

- To encourage both residential and non-residential development in the Urban Growth Centre; and
- To recognize the important land use relationship between the Provincial Growth Plan, the Durham Regional Official Plan and the Oshawa Official Plan.

The objective of the City of Oshawa Urban Growth Centre Community Improvement Plan is to advance the Growth Plan for the Greater Golden Horseshoe and intensify Oshawa's Urban Growth Centre to achieve a combined density of:

- 133 persons/jobs per hectare by 2021
- 166 persons/jobs per hectare by 2026
- 200 persons/jobs per hectare by 2031

Based on the goals and objectives of this plan, financial incentive programs have been created to encourage development or redevelopment, rehabilitation and revitalization of buildings and properties in the Urban Growth Centre Community Improvement Project Area.

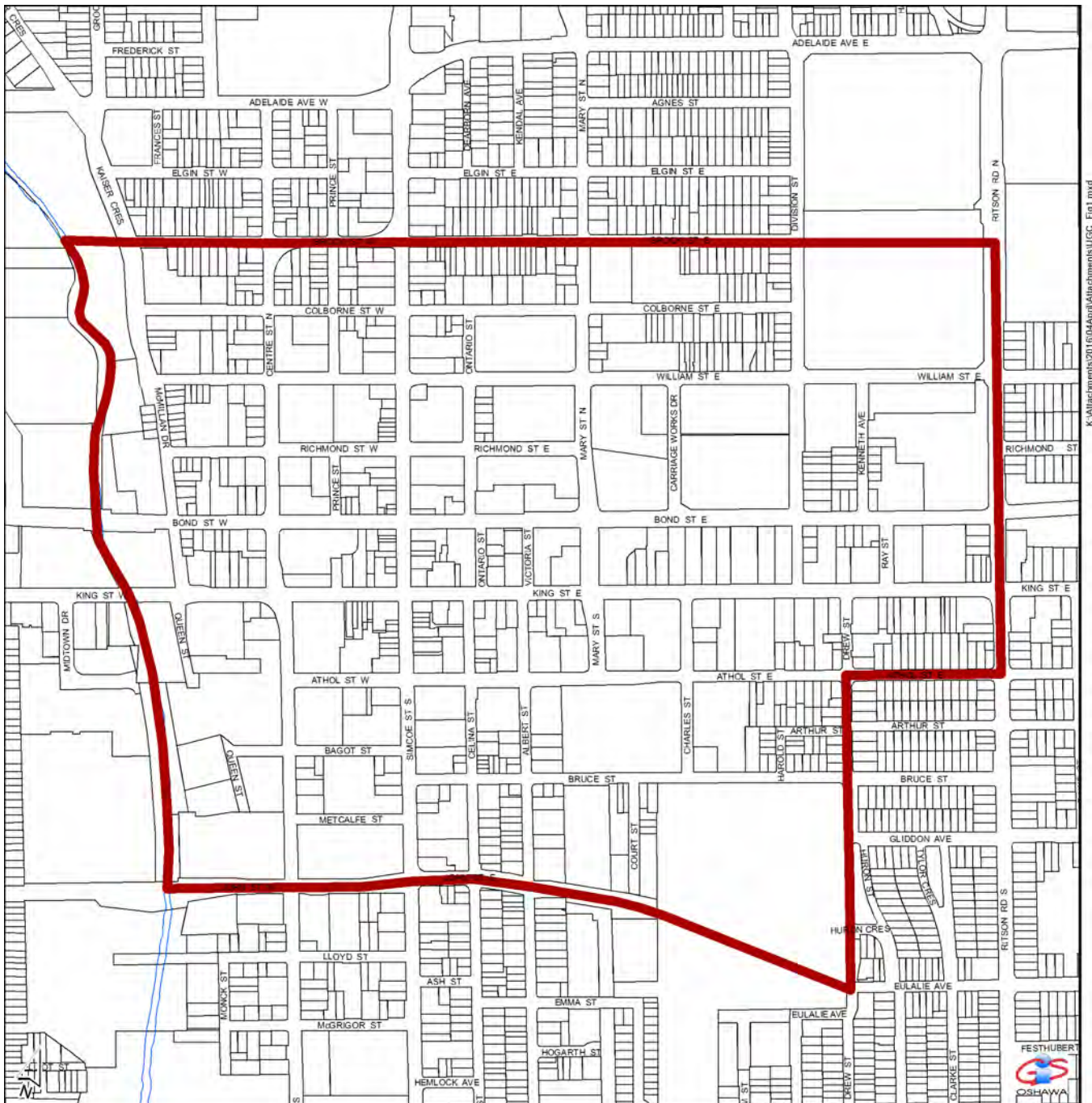
The City of Oshawa has a rich and successful history of using Community Improvement programs to improve certain areas of the City. The programs range from incentives to improve the City's Central Business District to incentives to promote the remediation and redevelopment of brownfield sites.

## 2.0 Urban Growth Centre Community Improvement Project Area

The UGC CIP applies to all lands within the designated Urban Growth Centre Community Improvement Project Area (Project Area), as shown on Figure 1.

The boundaries are based on the Downtown Oshawa Urban Growth Centre identified in the Provincial Growth Plan for the Greater Golden Horseshoe. The area is comprised of a mix of uses and is intended to contain a concentration of retail, office, service, residential, cultural, institutional and transportation uses.

**Figure 1: Urban Growth Centre Community Improvement Project Area**



### **3.0 Ontario Planning Act**

Section 28 of the Ontario Planning Act allows municipalities, where it is indicated in an Official Plan relating to community improvement, to designate by by-law “an area covered by such an official plan as a community improvement project area” and subsequently, “a plan suitable for adoption as a community improvement plan for the community improvement project area.”

The Community Improvement Plan has been prepared in accordance with the provisions of the Ontario Planning Act, 1990, R.S.O.

The process to prepare this Community Improvement Plan included a statutory public meeting held in accordance with Section 17 of the Planning Act, 1990, R.S.O. The statutory public meeting was held on February 29, 2016 and was advertised in local newspapers. This Community Improvement Plan was approved by City Council on February 29, 2016 after receiving public input.

### **4.0 Background Information**

#### **4.1 Oshawa Official Plan**

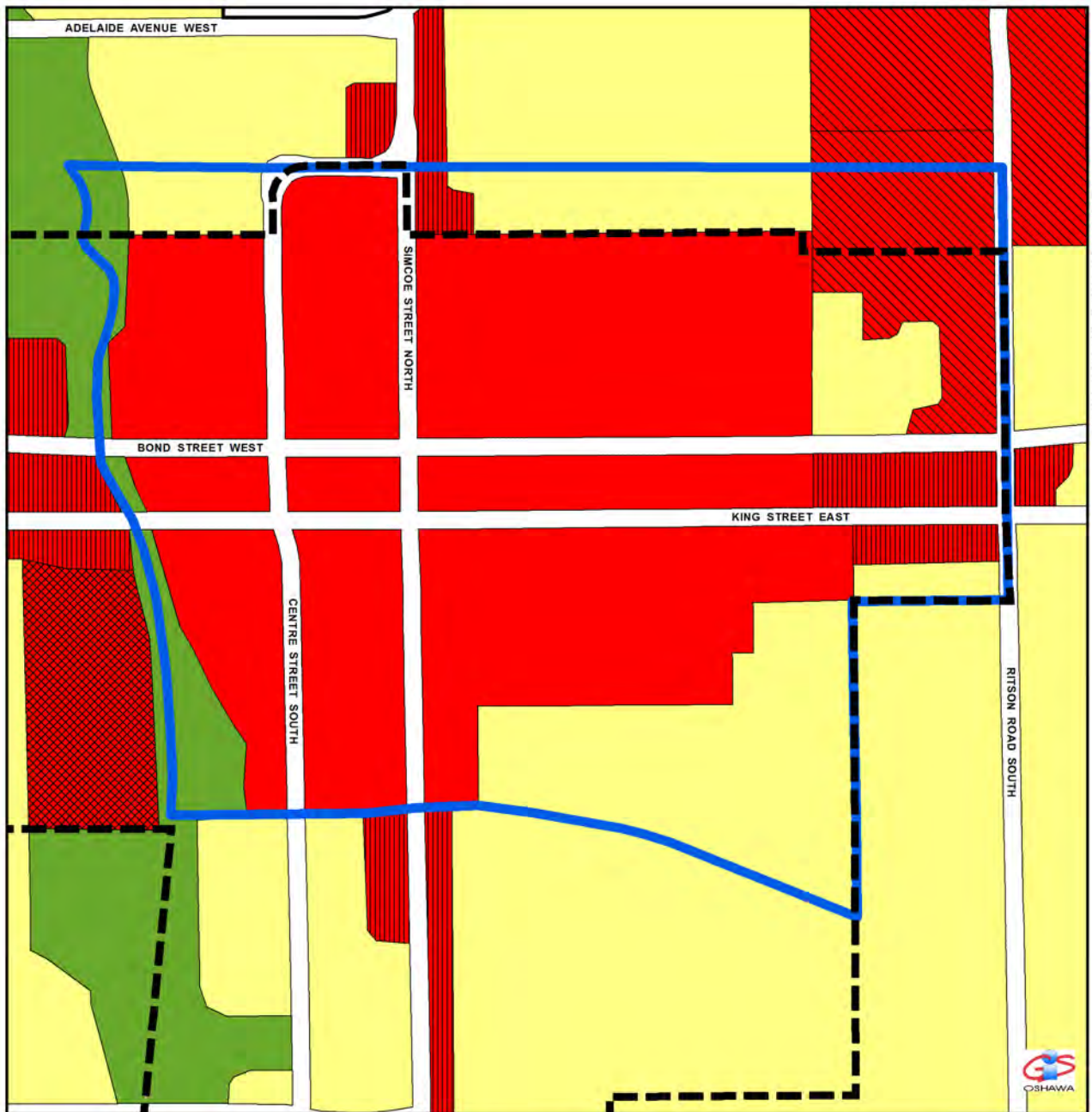
The UGC CIP is located in the Main Central Area of the City of Oshawa. The Oshawa Official Plan land use designations for the UGC CIP are shown on Figure 2. The Project Area is currently designated:

- Central Business District;
- Planned Commercial Strip;
- Special Purpose Commercial;
- Open Space and Recreation; and
- Residential.

The Project Area is comprised of underutilized properties or vacant land, which are appropriate for redevelopment and intensification.



**Figure 2: Official Plan Land Use Designations**



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**Figure 2: Official Plan Land Use Designations**  
 Development Services Department

- Urban Growth Centre Community Improvement Project Area
- Residential
- Central Business District
- Planned Commercial Centre
- Planned Commercial Strip
- Special Purpose Commercial
- Main Central Area Boundary
- Open Space and Recreation





## **4.2 Community Improvement Policies in the Oshawa Official Plan**

Section 4.0 of the Oshawa Official Plan contains a number of policies pertaining to community improvement. These Official Plan policies served as the basis for the City's participation in ONIP and PRIDE programs. Certain additional policies have been added to the Official Plan relating to Community Improvement Areas.

Schedule "C-1" Renaissance Community Improvement Area of the Oshawa Official Plan delineates six Sub-areas: Sub-area A, Sub-area B, Sub-area C, Sub-area D, Sub-area E and Sub-area F.

The UGC CIP is located in Sub-areas A and D on Schedule "C-1".

Sub Area A is based on the following criteria:

- The Central Business District and lands bounded by Charles, Athol, Drew and Bruce Streets which exhibit some indicators of economic decline such as deteriorated buildings and vacant property. Various improvements are required to upgrade deteriorated buildings, provide for the adaptive reuse of existing buildings and address related aesthetic improvements. Some properties may also require the rehabilitation of contaminated lands prior to development.

Sub Area D is based on the following criteria:

- The Shoulder Area of the downtown which exhibits some indicators of economic decline such as vacant property, deteriorated buildings and marginal uses. Various improvements are required to redevelop vacant lands, upgrade deteriorated buildings and provide for the adaptive reuse of existing buildings. Some properties may also require the rehabilitation of contaminated land prior to development.

Section 7.1 of this Community Improvement Plan describes various programs to address this issue.

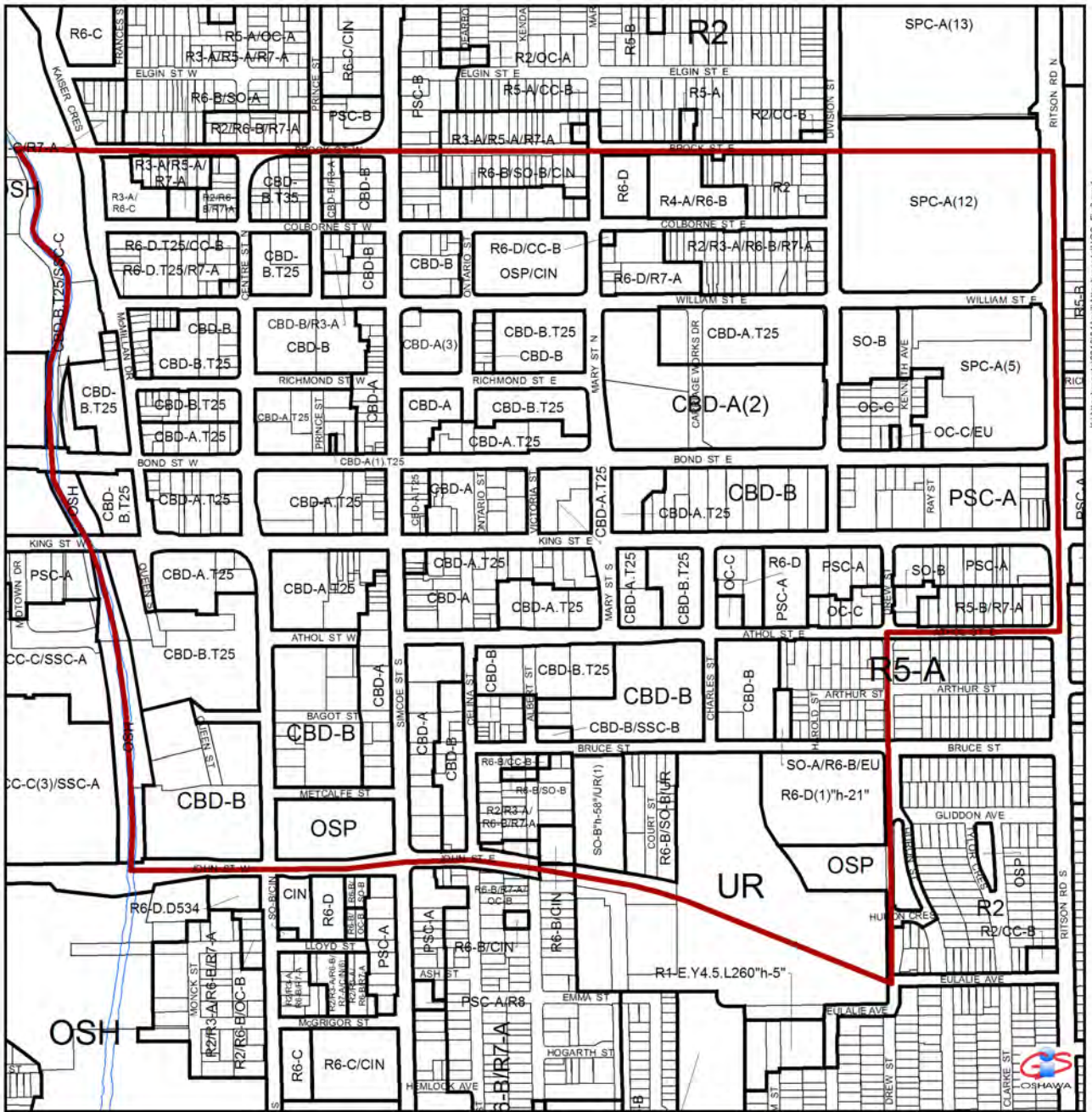
As a prerequisite for the adoption of a Community Improvement Plan, Council has designated the Urban Growth Centre Community Improvement Project Area as a Community Improvement Project Area by by-law pursuant to Section 28 (2) of the Planning Act.

## **4.3 Zoning By-law 60-94**


The current zoning in the Urban Growth Centre generally reflects the existing land uses. Figure 3 shows the zoning for properties located within the Project Area.

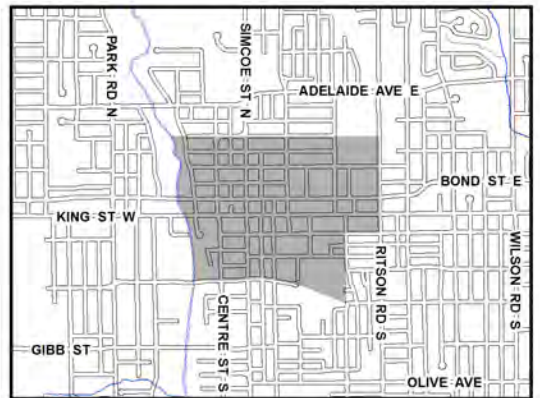
It should be noted that Sections 4.1, 4.2 and 4.3 and Figures 2 and 3 are intended to provide a general overview of the planning framework at the time that this Community Improvement Plan was prepared. For specific and current information regarding the Oshawa Official Plan and Zoning By-law 60-94, the actual documents should be consulted.

**Figure 3: City of Oshawa Zoning By-law 60-94**



**Figure 3: City of Oshawa Zoning By-law 60-94**  
 Development Services Department

 Urban Growth Centre Community Improvement Project Area



#### **4.4 Former Business Improvement Area**

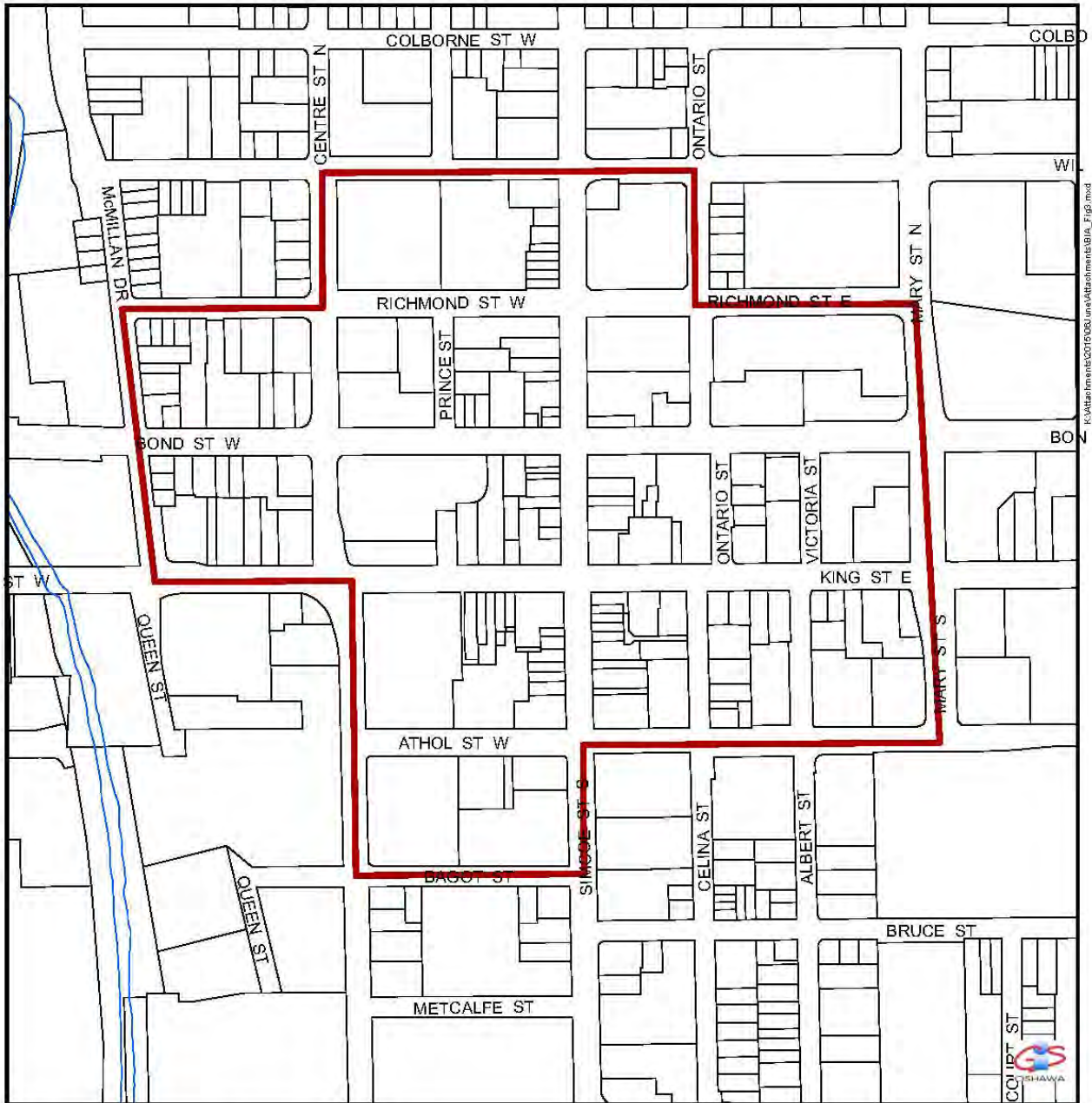
A component of the Downtown Oshawa Urban Growth Centre was a designated Business Improvement Area (BIA), which was established pursuant to the Municipal Act in 1974 by By-law 94-74, as amended. The BIA encompassed the commercial core of the downtown and the boundaries of the BIA are shown in Figure 4.

The purpose of the BIA was to undertake actions towards the improvement, beautification and maintenance of City-owned property within the BIA boundary and to promote the area as a business and shopping district. Funding was obtained by means of a special tax levy assessment on all members. The BIA membership was comprised of business owners within the designated boundary and administrated by the Downtown Oshawa Board of Management.

Specific initiatives undertaken by the BIA included new advertising campaigns, greater use of social media, the implementation of colourful downtown banners, increased street planters, and a greater number of downtown events. The BIA has also prepared several studies towards upgrading the physical appearance of the downtown core. All of these initiatives served to make the downtown an attractive place for residents and businesses thereby advancing the Provincial Growth Plan and the objectives of this Community Improvement Plan.

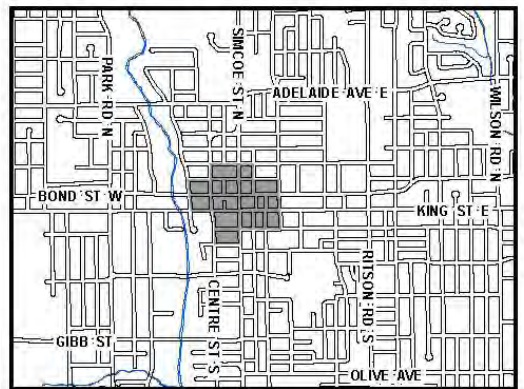


**Figure 4: City of Oshawa's Former Business Improvement Area Boundary**



**Figure 4: City of Oshawa's Business Improvement Area Boundary**  
 Development Services Department

 Business Improvement Area Boundary



## 4.5 Previous Downtown Studies and Projects

A number of downtown improvement studies and projects have been undertaken for Oshawa's downtown core over the past twenty years.

In 1996, City staff prepared a Downtown Streetscape Implementation Plan. The intent of this plan was to develop a coordinated streetscape improvement program to create a cohesive and attractive identity in Downtown Oshawa. The plan contained a detailed implementation strategy for the construction of a range of improvements in the downtown including new street lights, sidewalk treatment, bump-outs, pedestrian crossings, walkway improvements and street furnishings including waste receptacles, bicycle racks and benches.

In 1996, City staff also prepared Vision 2000: City Centre Plan. This plan was prepared to achieve the following objectives:

- To facilitate the development of a comprehensive revitalization plan or strategy for the downtown;
- To stimulate investment interest in the redevelopment potential of the downtown;
- To develop a public consensus on a common future for the downtown; and,
- To provide a framework for future decision making.

In 2005, City staff prepared a Downtown Oshawa Action Plan which was created through an inclusive, interactive process that involved local stakeholders, the Greater Toronto Area development community, members of Council, and City and Regional staff. The plan identified thirty-seven action items to achieve significant redevelopment in the downtown, which led to many significant developments that spurred new economic activity in Oshawa.

In 2011, the University of Ontario Institute of Technology (UOIT) prepared the document "2011: Into the Future: A Framework & Action Plan to Grow UOIT and Downtown Oshawa". City staff participated in the development of this plan which included a number of recommendations regarding zoning, parking, public meeting spaces, community improvement programs and more, to enhance Oshawa's downtown and guide future development of the University in the downtown core.

In 2014, City Council endorsed the Downtown Oshawa Plan 20Twenty. Plan 20Twenty is a community led action plan to improve the following five categories of Oshawa's downtown:

- Business growth
- Residential growth
- The physical environment
- The social experience
- Communications

Plan 20Twenty outlines the opportunities for each category and provides a series of recommended actions in order to achieve the listed opportunities.

Residential growth is identified as an area of opportunity, with a vision for Downtown Oshawa to become a "unique urban destination for residents who desire a safe and high quality neighbourhood to live". Plan 20Twenty recommends that the City's CIP

programs be reviewed to “identify inducements that encourage high quality development that in turn results in positive economic growth”.

Specific strategies and actions related to the City’s CIP programs found in Plan 20Twenty are as follows:

- Review residential CIP programs Downtown; ensure they encourage high quality development;
- Ensure/recommend that the CIP budget is adequately funded;
- Award incentives on a more competitive basis with a focus on economic spin-off;
- Work to find private partners and potential funding tools and incentives to encourage the creation of housing in higher-density apartment buildings or townhouses/flats downtown;
- Revise the Upper Storey Conversion to Residential Loan program to provide further incentive to upgrade the upper floors above commercial frontages; and
- Undertake an update of the Downtown Community Improvement Plans. Target programs in areas that will provide the greatest contribution to the downtown.

## **5.0 Benefits of the Urban Growth Centre Community Improvement Plan**

The objective of the Urban Growth Centre Community Improvement Plan is to achieve a combined density of:

- 133 persons/jobs per hectare by 2021
- 166 persons/jobs per hectare by 2026
- 200 persons/jobs per hectare by 2031

The Urban Growth Centre Community Improvement Plan was prepared on the basis that the development of Urban Growth Centre at the above-noted densities is in the public interest since the development will help to:

- Revitalize the Urban Growth Centre by providing opportunities for new development;
- Increase the provision of a broader range of accommodation in the Urban Growth Centre;
- Increase assessment and job creation;
- Reduce greenfield development through infilling and intensification;
- Advance intensification targets contained in the Provincial Growth Plan for the Greater Golden Horseshoe; and,
- Create an Urban Growth Centre that is appealing, accessible, and conducive to vibrant residential and non-residential growth.

## **6.0 Community Improvement Plan Funding Sources**

The grant programs described in this plan are funded solely by the City of Oshawa.



**Part B**  
**The City of Oshawa**  
**Urban Growth Centre**  
**Community Improvement Plan**

## **7.0 Community Improvement Plan**

The Urban Growth Centre Community Improvement Plan consists of five grant programs, which are outlined below.

### **7.1 Programs**

#### **7.1.1 Increased Assessment Grant Program**

The City of Oshawa may provide a grant on a sliding scale for part or all of the increase in City taxes attributable to the improvement of a building and/or redevelopment of a property located within the Urban Growth Centre Community Improvement Project Area.

#### **7.1.2 Façade and Accessibility Improvement Grant Program**

The City of Oshawa may provide a Façade and Accessibility Improvement Grant, to a specified maximum, for eligible works to buildings located within the Urban Growth Centre Community Improvement Project Area.

#### **7.1.3 Conversion to Residential Grant Program**

The City of Oshawa may provide a Conversion to Residential Grant, to a specified maximum, for eligible works in buildings located within the Urban Growth Centre Community Improvement Project Area.

#### **7.1.4 Upgrade to Building, Fire and Electrical Safety Codes Grant Program**

The City of Oshawa may provide an Upgrade to Building, Fire and Electrical Safety Codes Grant, to a specified maximum for eligible works to buildings located within the Urban Growth Centre Community Improvement Project Area.

#### **7.1.5 Economic Stimulus Grant Program**

The City of Oshawa may provide an Economic Stimulus Grant, to a specified maximum, for eligible leasehold improvements in commercial units located within the Urban Growth Centre Community Improvement Project Area.

### **7.2 General Rules**

The provision of any grant as described in Section 7.1 shall be administered to the limit of available funding.

Specific details regarding the Increased Assessment Grant can be found in Appendix 1 to this plan while specific details for the balance of the programs can be found in Appendix 2.

Terms and conditions of any grant program and administrative procedures detailed in Appendices 1 or 2 may be changed, altered, amended or modified by the City of Oshawa without the necessity of an amendment to this Community Improvement Plan. The addition of a financial incentive program shall require an amendment to this Community Improvement Plan. However, the City may discontinue any program without requiring an amendment to this Community Improvement Plan.

The UGC CIP has replaced the City of Oshawa Central Business District Renaissance Community Improvement Plan (CBD CIP). However, any existing commitments and approvals for grants and/or loans under the CBD CIP that were approved by staff or Council, as the case may be, will continue to be honored after the CBD CIP has been repealed.

### **7.3 Monitoring**

An Application Review Team will be responsible for reviewing all grant program applications. The Application Review Team will also review and monitor the Urban Growth Centre Community Improvement Plan on an as needed basis in order to determine if the various programs are achieving the goals and objectives set out in the plan, and if program adjustments are needed.

The following parameters may be monitored:

- Number of applications received;
- Number of approved applications;
- Project details (number of units/jobs created);
- Total increase in assessment;
- Total dollar value of construction; and,
- An estimate of the financial benefit to the Oshawa economy.

The overview of the results will be reported to Council on an as needed basis and will be used to recommend any adjustments that should be made to the various programs described in Appendices 1 and 2.

## **8.0 Implementation**

The Urban Growth Centre Community Improvement Plan will be implemented through the provisions of Section 4 of the Oshawa Official Plan and Section 28 of the Planning Act, 1990, R.S.O.

The overall implementation of the grant programs shall be the responsibility of the Development Services Department.

The Increased Assessment Grant will be administered on a case-by-case basis in accordance with the Administrative rules governing this grant program and contained in Appendix 1.

The balance of the grant programs will be administered on a competitive basis to the limit of available funding in accordance with any administrative rules governing those grant programs and contained in Appendix 2.

## **9.0 Interpretation**

Sections 7.0 to 10.0 of this document, along with Figure 1 shall form the actual Community Improvement Plan for the Urban Growth Centre Community Improvement Project Area. Sections 1.0 to 6.0, Figures 2 to 4 and Appendices 1 and 2 do not constitute part of the actual Community Improvement Plan.

Changes to the Urban Growth Centre Community Improvement Project Area boundary and the addition of financial incentive programs shall require an amendment to this plan. This plan has been prepared in accordance with and shall be deemed to conform to the City of Oshawa Official Plan.

This plan shall be referred to as the Urban Growth Centre Community Improvement Plan for the City of Oshawa. At such time as other Community Improvement Plans are prepared for this or other areas, this title may be modified for clarification purposes without requiring an amendment to this plan.

## **10.0 Conclusion**

The Urban Growth Centre Community Improvement Plan provides a framework to guide community improvement throughout the Urban Growth Centre Community Improvement Project Area, in order to proactively strengthen the Urban Growth Centre. This plan offers five programs to address a number of opportunities in Oshawa's Urban Growth Centre, including residential growth and intensification, commercial growth and entrepreneurship, economic development, and downtown beautification.

# **PART C**

## **Appendices**

# Appendix 1: Increased Assessment Grant Program Procedures

## 1.0 Increased Assessment Grant Program

This program is intended to provide financial incentive for the rehabilitation, development and redevelopment of properties in the Urban Growth Centre Community Improvement Project Area by providing a maximum grant to pay a portion of City taxes attributable to the increased assessment over a nine year period. This program is not structured as a tax rebate program and any tax increases relating to reassessments resulting from property improvements will be phased in.

### 1.1 Area of Application

The Increased Assessment Grant Program is available to all registered property owners within the Urban Growth Centre Community Improvement Project Area for the City of Oshawa, as illustrated in Figure 1.

### 1.2 Details

Grants will be paid over a nine-year period with Year 1 of the program defined as the first full calendar year in which taxes are paid after the project has been completed and reassessed. For example, if an eligible building is completed and reassessed effective May 1, 2017, Year 1 of the grant schedule would be 2018. The first annual grant would be provided at the end of 2018 based upon 12 months (i.e. January to December).

The Increased Assessment Grant will be provided for approved projects on a declining basis over a nine year period in accordance with Table 1.

**Table 1: Grant Amounts per Year: Based on the Increased Assessment Value**

<b>Year of Increased Assessment Value</b>	<b>Grant as a Percentage of the Year 1 City Taxes on Increased Assessment Value</b>
Year 1	90%
Year 2	80%
Year 3	70%
Year 4	60%
Year 5	50%
Year 6	40%
Year 7	30%
Year 8	20%
Year 9	10%

### 1.3 Eligibility for Grant

The applicants for an Increased Assessment Grant must be the registered owner(s) of the property and must undertake improvements to their buildings and/or property, which shall be of sufficient size and cost to result in a re-assessment of the property. City staff will conduct a title search of the property and review property tax records. Property owners who are in arrears of property taxes are not eligible to receive the Increased Assessment Grant.



The provision of any Increased Assessment Grant will be administered on a first come first served basis to the limit of available funding in accordance with any administrative rules governing this and other grant programs.

#### **1.4 General Terms of Grant Program**

The Increased Assessment Grant applies to the construction/creation of residential, non-residential and mixed use buildings that result in an increase in assessed value. The eligible residential buildings are limited to apartments, flats or block townhouses, as well as mixed use buildings.

Any Increased Assessment Grant will be provided in accordance with a grant schedule shown on Table 1 in Section 1.2 to the registered owner of the property or the declarant of a condominium property on an annual basis. The declarant is the original owner of the development.

Any Increased Assessment Grant will be provided following the payment of all property tax installments for the year.

Any Increased Assessment Grant represents a percentage of increased taxes payable resulting from the improvements. Owing to this, the total value of the work completed and the amount of the municipal portion of the taxes paid prior to, and after redevelopment would have to be known.

All property taxes owing for each year, including in relation to a condominium, property taxes in relation to each unit of the condominium, must be fully paid for the entire year prior to the provision of any annual grant amount under this program. If a property tax installment is missed or payment is late, the City will have the option, without notice and at its own discretion, to reduce or to terminate any or all future grant payments.

Notwithstanding any administrative rules governing this and other grant programs, the City will not pay an annual grant which exceeds the City portion of the property tax collected in any year on the increased assessed value.

If a general reassessment subsequently reduces the annual property taxes owing for a property, the annual grant amount will be provided in accordance with the schedule but will not exceed the amount of the City portion of the taxes collected on the increased assessed value.

Tax increases resulting from general re-assessments, changes in tax legislation or increases in the tax rate are not eligible to be considered for the purposes of calculating the grant.

If the ownership of rental property changes, in whole or in part, before the grant period lapses, the subsequent owner is not entitled to future grant payments without the City's consent to transfer the grant payments to the new property owner.

The amount of the grants over the life of the program shall not exceed the value of the work completed as indicated on the building permit application.

Applications for the Increased Assessment Grant Program must be submitted and approved before a building permit is issued.

All participating owners are required to enter into an agreement with the City to specify the terms of the grants as determined by this Plan and City Council to the satisfaction of the City.

All grants under the Increased Assessment Grant Program must be approved by Oshawa City Council.

Buildings or dwelling units that are constructed or created under the Increased Assessment Grant Program and are subsequently demolished or eliminated before the grant period expires shall not receive the remainder of the grants.

Outstanding work orders issued by a Department of the City of Oshawa must be satisfactorily addressed before a grant is approved.

A grant cannot be assigned to another person/company.

## **1.5 Other Programs**

Provided all eligibility criteria and conditions are met for this program, participation in the Increased Assessment Grant Program does not preclude the owner from being eligible for other grant and/or loan programs offered under the City's other Community Improvement Plans.

## **1.6 Work Already Commenced**

The Increased Assessment Grant Program will not be retroactively applied to developments where building permits were issued prior to the commencement of the program.

## **1.7 Procedures**

### **1.7.1 Grant Application Submitted Prior to Issuance of a Building Permit**

The applicant is required to submit a completed Increased Assessment Grant application form to the City for approval prior to the issuance of a building permit.

### **1.7.2 Council Approval**

All applications must be approved by City Council.

### **1.7.3 Current Assessment Determined**

City staff will record the current assessment of the property and determine the amount of the City taxes payable. The applicant will be provided a copy by correspondence for his/her records.

### **1.7.4 Increased Assessment Value Determined**

The applicant shall ensure that a post improvement assessment of the property is undertaken. Using the post renovation assessment, City staff shall determine the difference between the amount of City taxes prior to the creation/construction of the building and the amount of City taxes to be paid after the creation/construction of the building. The difference is known as the "increased assessment value" and shall be the

portion eligible for a partial grant under this program. Subsequent increases in assessed value or increases to the tax rate are not eligible to be used to determine the amount of the grant.

#### **1.7.5 Provision of Grant**

Following the completion of the work, final building inspection by Building Inspection and Permits Services of the Development Services Department and the payment of all property tax installments for that year, the Increased Assessment Grant will be provided for approved projects on a declining basis over a 9 year period in accordance with Table 1 in Section 1.2 of this Appendix.

#### **1.7.6 Agreement with City**

The applicant will be required to enter into an agreement with the City to address matters such as but not limited to an approved accessibility plan, architectural control, the use of local trades where possible, compliance with City's by-laws and performance timelines.

## **Appendix 2: Procedures for Programs other than Increased Assessment Grant**

### **1.0 Façade and Accessibility Improvement Grant Program**

This program is intended to assist property owners with the financing of building façade and accessibility improvements, in order to create a more interesting, appealing, safe and accessible streetscape to attract more people and businesses to Downtown Oshawa.

#### **1.1 Details**

Grants under this program may be provided for up to 50% of the construction costs to a maximum of \$10,000 per municipal street address, storefront or commercial unit, whichever is less, subject to an overall maximum of \$30,000 per property for a building with multiple street addresses, storefronts or commercial units.

In addition to the foregoing, grants may be provided under this program within the funding maximums specified in the preceding paragraph (excluding the 50% cap on construction costs) for 100% of the construction costs to a maximum of \$3,000 for accessibility improvements, such as a power door opener for accessibility to businesses with otherwise accessible entrances, per municipal street address, storefront or commercial unit.

#### **1.2 Eligibility Requirements**

All non-residential and mixed-use buildings are eligible for this grant. Residential buildings are also eligible but are limited to apartments and block townhouses.

The following types of façade and accessibility improvements are considered eligible:

- Repainting or cleaning of the façade and those parts of the building visible from public areas;
- Restoration of façade masonry, brickwork or wood and metal cladding;
- Replacement or repair of cornices, eaves, parapets and other architectural features;
- Replacement or repair of windows;
- Entranceway modifications including provisions to improve accessibility for the physically challenged;
- Redesign or reconstruction of the store front;
- Removal of inappropriate signage and installation of appropriate new signage;
- Restoration of original façade appearance or historic features, including steeples;
- Repair/replacement of canopies and awnings or installation of new canopies and awnings;
- Installation or repair of exterior lighting;
- Security and safety features such as security gates, security fences and security lights based upon Crime Prevention through Environmental Design principles; and
- Any additional façade or accessibility improvements to the building as may be approved by the Application Review Team.

### 1.3 Examples of Previous Façade Improvement Projects in Oshawa

Address	Before	After
12 Simcoe Street North		
14 King Street West		

### 1.4 General Terms

Any proposed building improvements must be visible from a public area. All non-residential and mixed use buildings and certain residential buildings that meet the criteria of Section 1.2 are eligible for this grant.

Any proposed building improvements must meet the Ontario Building Code to the satisfaction of the Chief Building Official and must meet the Ontario Fire Code to the satisfaction of the Fire Chief.

Any proposed sign improvements must meet the City's Sign By-law to the satisfaction of the Application Review Team.

## 2.0 Conversion to Residential Grant Program

In 2014, Council endorsed Downtown Plan 20Twenty as a guide for the further revitalization of Downtown Oshawa. Plan 20Twenty identified residential growth as an area of opportunity, with a vision for Downtown Oshawa to become a “unique urban

destination for residents who desire a safe and high quality neighbourhood to live". In order to encourage more people to move downtown, there needs to be more housing options, including upper storey units or ground floor rear units in mixed use buildings in compliance with the Zoning By-law.

This program is intended to assist property owners with the financing of building improvements required to convert upper storey non-residential units or ground floor non-residential units in the rear of the building to residential dwelling units.

## **2.1 Details**

Grants under this program may be provided for up to 50% of the conversion costs to a maximum of \$10,000 per residential dwelling unit, whichever is less, subject to an overall maximum of \$30,000 per property for a building with multiple units.

## **2.2 Eligibility Requirements**

Eligible properties include upper storey non-residential units and/or ground floor non-residential units in the rear of the building. The unit must be non-residential before the conversion can take place.

The following types of renovations, upgrades and conversions are considered eligible:

- Installation of safety and fire protection systems such as carbon monoxide detectors, smoke alarms, fire alarms, exit signs, etc.;
- Installation of fire escapes;
- Installation of new or reinforcement of floors, ceilings and/or walls;
- Improvements to electrical, ventilation, heating and plumbing supply systems;
- Improvements for barrier-free accessibility;
- Construction or alteration of stairs, guard rails and/or hand rails;
- Installation or alteration of required window openings and windows;
- Security and safety features such as security gates, security fences and security lights based upon Crime Prevention through Environmental Design principles; and
- Any additional improvements related to converting vacant upper storey units or commercial and/or vacant ground floor rear units to residential units as may be approved by the Application Review Team.

## **3.0 Upgrade to Building and Fire Codes Grant Program**

This program is intended to assist property owners with the financing of building improvements required to bring existing older buildings into compliance with the current Ontario Building Code and/or into compliance with the current Ontario Fire Code.

### **3.1 Details**

Grants under this program may be provided to eligible applicants for up to 50% of the upgrade costs to a maximum of \$10,000 per municipal street address, storefront or commercial unit, whichever is less, subject to an overall maximum of \$30,000 per property for a building with multiple street addresses, storefronts or commercial units.



### **3.2 Eligibility Requirements**

Residential, non-residential and mixed-use buildings are eligible for this grant.

Eligible residential buildings are limited to apartments or block townhouses.

The following types of upgrades are considered eligible:

- Installation of safety and fire protection systems such as carbon monoxide detectors, smoke alarms, fire alarms, exit signs, etc.;
- Relocation or installation of fire escapes;
- Reinforcements of floors, ceilings and/or walls;
- Required improvements to ventilation, heating and/or plumbing supply systems;
- Improvements for barrier-free accessibility;
- Construction or alteration of stairs, guard rails and/or hand rails;
- Installation or alteration of required window openings and windows;
- Security and safety features such as security gates, security fences and security lights based upon Crime Prevention through Environmental Design principles; and
- Any additional improvements related to Building Code upgrades as may be approved by the Application Review Team.

### **4.0 Economic Stimulus Grant Program**

This program is intended to assist property owners with the financing of leasehold improvements and associated accessibility enhancements to ground floor or upper storey units. Leasehold improvements are alterations made to rental premises in order to customize a rental unit for the specific needs of a tenant, or to improve the overall quality of a unit.

The goal of this program is to encourage, stimulate and incentivize leasehold improvements and associated accessibility enhancements in order to support a variety of businesses in Downtown Oshawa. This includes business incubator and accelerator centres, which in turn can attract more entrepreneurs and technology based start-up companies to Oshawa. This can help to focus employment intensification within Oshawa's Urban Growth Centre and stimulate job growth and prosperity.

#### **4.1 Details**

Grants under this program may be provided up to 50% of the construction and/or renovation costs to a maximum of \$20,000 per eligible floor per municipal street address, whichever is less, where at least \$40,000 in eligible leasehold improvement costs will be undertaken. No municipal street address shall receive more than a total of \$20,000 per floor under this program within a five year period.

#### **4.2 Eligibility Requirements**

All commercial buildings are eligible for this grant.

The following types of permanent interior leasehold improvements and associated accessibility enhancements are eligible:

- Installation of telecommunication infrastructure including, but not limited to broadband internet and wireless internet;
- Installation, repair or reinstall of plumbing, heating, HVAC, electrical fixtures and wiring, cable, telephone and other service-specific installations;
- Installation, change, repair and/or restoration of partitions and/or rooms;
- Change, repair, or re-install of flooring, ceiling, walls, fixed cabinets and other permanent structures;
- Install, repair or restoration of masonry, brickwork or wood;
- Install, replacement, repair or restoration of other architectural features;
- Install, replacement or repair of windows;
- Redesign and reconstruction of the front of the building;
- Installation of appropriate new interior signage or improvements to existing signage;
- Installation or repair of interior lighting;
- Installation, repair or reinstall of permanent accessibility devices such as elevators, lift assistance, ramps, railings and stairs;
- Security and safety features such as security gates, security fences and security lights based upon Crime Prevention through Environmental Design principles; and
- Any additional improvements to the unit(s) as may be approved by the Application Review Team.

### **4.3 General Terms**

Property owners must provide to the satisfaction of the City, a signed minimum 12 month lease within an eligible company with an option for a total 36 month lease term.

## **5.0 General Terms of Grant Programs in Appendix 2**

The applicants for a grant must be the registered owner(s) of the property. City staff will conduct a title search of the property and review property tax records. Property owners who are in arrears of property taxes are not eligible to receive any grant.

The provision of any grant will be administered on a competitive basis and measured versus all grant applications authorized under Appendix 2. All applications are also subject to a review by the Application Review Team and the availability of funding.

No grant will be applied retroactively to works started prior to the commencement of this program.

All property owners must submit a minimum of two estimates of the work to be undertaken from contractors. One of the two required estimates must be from a local (Durham based) contractor.

No grant will be issued until the eligible works are deemed complete by the Application Review Team. The City of Oshawa reserves the right to deny or refuse any application.

## **6.0 Procedures**

### **6.1 Grant Application Submission**

Applications for all grant programs authorized under Appendix 2 are accepted twice a year. The first application deadline is March 1st of every calendar year, and the second application deadline is September 1st of every calendar year. The availability of funding for the second application deadline is dependent on the number of approved grants during the first round of submissions, and the availability of funding at that time.

The applicant is required to submit a completed application form to Economic Development Services before commencing construction. The City may specify additional submission requirements such as, but not limited to plans, elevations, quotations and copies of building permits (if applicable).

The Application Review Team will review all grant applications authorized under Appendix 2.

Notwithstanding, the timing for the submission of applications referred to in this Section of Appendix 2 of the UGC CIP, the Application Review Team may consider significant applications at any time, provided that in the opinion of the Application Review Team, the applicant will provide a substantial economic investment in the Urban Growth Centre.

### **6.2 Grant Evaluation and Criteria**

The provision of any grant authorized under Appendix 2 will be administered on a competitive basis. Once all applications are received by the March 1st or September 1st deadline, each application will be evaluated and scored based on the criteria outlined in Tables 1, 2, 3 and 4 of Appendix 2. The Application Review Team will evaluate each grant application using the criteria listed.

Each application will be scored out of 100 based on specific criteria. The highest scoring application will be given priority to receive a grant, subject to meeting all of the eligibility requirements and general terms of the grant program. However, the final decision as to which application to approve and how much of the proposed work, if any, is eligible for funding will be determined by the Application Review Team. In addition, the City reserves the right to deny or refuse any application regardless of the application's score.

Applications that are not approved for funding during the first submission deadline in March are eligible to re-submit their application for the second submission deadline in September, subject to the availability of funding.

Grants authorized under Appendix 2 are provided on a one-time basis to each eligible applicant for each approved project.

### **6.3 Provision of Grant**

Following the completion of the work and final building inspection by Development Services staff and a member of the Application Review Team, and upon the submission

of receipts and the confirmation of the payment of invoices the grant will be provided for approved projects.

#### **6.4 Program Budget**

Approval of a grant and its amount is determined based on availability of funding.

#### **7.0 Other Programs**

Provided all eligibility criteria and conditions are met for this program, participation in any grant program authorized by Appendix 2 does not preclude the owner from being eligible for other grant programs offered under the Urban Growth Centre Community Improvement Plan.

#### **8.0 Application Review Team**

The Application Review Team will consist of three members from the Department of Development Services as follows:

- One staff member from Economic Development Services
- One staff member from Planning Services
- One staff member from Building Services

**Table 1: Façade and Accessibility Improvement Grant Program Criteria and Evaluation Table**

<b>Criteria</b>	<b>Factor</b>	<b>Yes or No</b>	<b>Rating</b>
1. Former BIA Boundary	Is the project located inside the former BIA boundary?		20 pts.
	Is the project located outside the former BIA boundary?		10 pts.
2. Location (Based on "Schedule 'B' Road Network" in the Oshawa Official Plan)	Is the project located on a Type 'B' Arterial Road?		20 pts.
	Is the project located on a Type 'C' Arterial Road?		15 pts.
	Is the project located on a Collector Road?		10 pts.
	Is the project located on a Local Road?		5 pts.
3. Community Benefit	Does the project restore and/or revitalize a current building or unit that has been sitting vacant for 3 or more years?		10 pts.
	Does the project restore and/or revitalize a current building or unit that has been sitting vacant for more than 2 years and less than 3 years?		5 pts.
	Does the project restore and/or revitalize a current building or unit that has been sitting vacant for more than 2 years or under?		5 pts.
4. Materials	Does the project use or reuse higher quality materials, such as but not limited to stone, brick, granite or architectural block?		0-20 pts.
5. Safety Enhancements	Does the project include security and safety features that promote Crime Prevention through Environmental Design principles? (0 – no features, 10 – ample features)		0-10 pts.
6. Construction Value	Is the façade component of the project's construction value \$200,000 or more?		20 pts.
	Is the façade component of the project's construction value more than \$100,000 and less than \$200,000?		15 pts.
	Is the façade component of the project's construction value more than \$50,000 and less than \$100,000?		10 pts.
	Is the façade component of the project's construction value less than \$50,000?		5 pts.

**Table 2: Conversion to Residential Grant Program Criteria and Evaluation Table**

<b>Criteria</b>	<b>Factor</b>	<b>Yes or No</b>	<b>Rating</b>
1. Former BIA Boundary	Is the project located inside the former BIA boundary?		20 pts.
	Is the project located outside the former BIA boundary?		10 pts.
2. Location (Based on "Schedule 'B' Road Network" in the Oshawa Official Plan)	Is the project located on a Type 'B' Arterial Road?		20 pts.
	Is the project located on a Type 'C' Arterial Road?		15 pts.
	Is the project located on a Collector Road?		10 pts.
	Is the project located on a Local Road?		5 pts.
3. Number of Dwelling Units	Does the project create 15+ new dwelling units?		20 pts.
	Does the project create 10-14 new dwelling units?		15 pts.
	Does the project create 5-9 new dwelling units?		10 pts.
	Does the project create 0-4 new dwelling units?		5 pts.
4. Community Benefit	Does the project restore and/or revitalize a current unit or building that has been sitting vacant for 3 or more years?		10 pts.
	Does the project restore and/or revitalize a current unit or building that has been sitting vacant for more than 2 years and less than 3 years?		5 pts.
	Does the project restore and/or revitalize a current unit or building that has been sitting vacant for more than 2 years or under?		5 pts.
5. Safety Enhancements	Does the project include security and safety features that promote Crime Prevention through Environmental Design principles? (0 – no features, 10 – ample features)		0-10 pts.
6. Construction Value	Is the conversion to residential component of the project's construction value \$200,000 or more?		20 pts.
	Is the conversion to residential component of the project's construction value more than \$100,000 and less than \$200,000?		15 pts.
	Is the conversion to residential component of the project's construction value more than \$50,000 and less than \$100,000?		10 pts.
	Is the conversion to residential component of the project's construction value less than \$50,000?		5 pts.



**Table 3: Upgrade to Building and Fire Codes Grant Program Criteria and Evaluation Table**

<b>Criteria</b>	<b>Factor</b>	<b>Yes or No</b>	<b>Rating</b>
1. Former BIA Boundary	Is the project located inside the former BIA boundary?		20 pts.
	Is the project located outside the former BIA boundary?		10 pts.
2. Location (Based on “Schedule ‘B’ Road Network” in the Oshawa Official Plan)	Is the project located on a Type ‘B’ Arterial Road?		20 pts.
	Is the project located on a Type ‘C’ Arterial Road?		15 pts.
	Is the project located on a Collector Road?		10 pts.
	Is the project located on a Local Road?		5 pts.
3. Number of Units Being Upgraded	Does the project upgrade 4 or more residential and/or commercial units?		20 pts.
	Does the project upgrade 3 or more residential and/or commercial units?		15 pts.
	Does the project upgrade 2 or more residential and/or commercial units?		10 pts.
	Does the project upgrade 1 residential or commercial unit?		5 pts.
4. Community Benefit	Does the project restore and/or revitalize a current unit or building that has been sitting vacant for 3 or more years?		10 pts.
	Does the project restore and/or revitalize a current unit or building that has been sitting vacant for more than 2 years and less than 3 years?		5 pts.
	Does the project restore and/or revitalize a current unit or building that has been sitting vacant for more than 2 years or under?		5 pts.
5. Safety Enhancements	Does the project include security and safety features that promote Crime Prevention through Environmental Design principles? (0 – no features, 10 – ample features)		0-10 pts.
6. Construction Value	Is the upgrade to Building and Fire Code component of the project’s construction value \$200,000 or more?		20 pts.
	Is the upgrade to Building and Fire Code component project’s construction value more than \$100,000 and less than \$200,000?		15 pts.
	Is the upgrade to Building and Fire Code component project’s construction value more than \$50,000 and less than \$100,000?		10 pts.
	Is the upgrade to Building and Fire Code component project’s construction value less than \$50,000?		5 pts.

**Table 4: Economic Stimulus Grant Program Criteria and Evaluation Table**

<b>Criteria</b>	<b>Factor</b>	<b>Yes or No</b>	<b>Rating</b>
1. Former BIA Boundary	Is the project located inside the former BIA boundary?		20 pts.
	Is the project located outside the former BIA boundary?		10 pts.
2. Number of Jobs	Does the project create 20+ new jobs?		20 pts.
	Does the project create 10-19 new jobs?		15 pts.
	Does the project create 5-9 new jobs?		10 pts.
	Does the project create 0-4 new jobs?		5 pts.
3. Uses	Will the unit be used for an innovation and technology establishment or a science and technical establishment?		20 pts.
	Will the unit be used for professional services?		15 pts.
	Will the unit be used for a restaurant and/or café, a food oriented business or upper tier retail (e.g. fashion, gallery, health food store, etc.)?		10 pts.
	Will the unit be used for personal services, lower tier retail (e.g. convenience, second-hand goods, etc.) or any other service or establishment not listed?		5 pts.
4. Community Benefit	Does the project restore and/or revitalize a current unit or building that has been sitting vacant for 3 or more years?		10 pts.
	Does the project restore and/or revitalize a current unit or building that has been sitting vacant for more than 2 years and less than 3 years?		5 pts.
	Does the project restore and/or revitalize a current unit or building that has been sitting vacant for more than 2 years or under?		5 pts.
5. Safety Enhancements	Does the project include security and safety features that promote Crime Prevention through Environmental Design principles? (0 - no features, 10 – ample features)		0-10 pts.
6. Construction Value	Is the economic stimulus component of the project's construction value \$200,000 or more?		20 pts.
	Is the economic stimulus component of the project's construction value more than \$100,000 and less than \$200,000?		15 pts.
	Is the economic stimulus component of the project's construction value more than \$50,000 and less than \$100,000?		10 pts.
	Is the economic stimulus component of the project's construction value less than \$50,000?		5 pts.

To find out more about these programs, please contact:

City of Oshawa  
Economic Development Services  
50 Centre Street South  
2nd Floor, Rundle Tower  
Oshawa, Ontario L1H 3Z7

**Telephone:** 905-436-5617 or toll-free at 1-800-667-4292

**Email:** [business@oshawa.ca](mailto:business@oshawa.ca)

**Website:** [www.oshawa.ca](http://www.oshawa.ca)