



**COMMUNITY IMPROVEMENT AND CONSOLIDATION (CIC) PROGRAM  
APPLICATION AND AGREEMENT  
January 2017**

APPLICANT \_\_\_\_\_ TELEPHONE \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

STREET ADDRESS OF PROPERTY \_\_\_\_\_

LEGAL DESCRIPTION LOT \_\_\_\_\_ BLOCK \_\_\_\_\_ PLAN \_\_\_\_\_ LAND USE DISTRICT \_\_\_\_\_

EXISTING USE (to be demolished) \_\_\_\_\_

PROPOSED DEVELOPMENT \_\_\_\_\_

I hereby make application to participate in the CIC program. I fully understand the regulations and limitations of the program and my responsibilities in this regard.

I hereby give my consent to allow all authorized persons the right to enter the above land and/or buildings with respect to this application only.

\_\_\_\_\_  
Date of Application

\_\_\_\_\_  
Signature of Applicant

**Administration Use Only**

Demolition Permit Number \_\_\_\_\_ Date of Issue \_\_\_\_\_

Date of Demolition \_\_\_\_\_

Development Permit Number \_\_\_\_\_ Date of Issue \_\_\_\_\_

Building Permit Number \_\_\_\_\_ Date of Issue \_\_\_\_\_

Construction Start Date \_\_\_\_\_

Construction Completion Date \_\_\_\_\_

**PURPOSE OF CIC PROGRAM:**

The purpose of this program is to create an incentive to encourage development in the older parts of Town to improve neighborhood appearances, increase assessments, and make effective use of existing infrastructure.

**TERMS:**

**1. GENERAL**

- 1.1 Properties with developments that qualify under this program are eligible for a property tax refund. Approved construction of a qualifying development must begin before December 31, 2017

- 1.2 The tax refund will equal the municipal portion of property taxes only. The refund applies to both land and improvement taxes.
- 1.3 All developments must conform to the land use bylaw and other applicable regulations.
- 1.4 The tax refunds begin with the year following the year that construction starts. Subject to Council having to approve the tax refund for each qualifying property on a yearly basis, the taxes shall be refunded for a period of:
  - in the case of a qualifying demolition, 3 years, and
  - in the case of development of vacant property, 2 years.
- 1.5 If the taxes for any given year are not paid by June 30<sup>th</sup> of that year, then the tax refund for that year will be lost regardless of whenever after the taxes are paid.
- 1.6 Where a demolition is involved, construction must start within 90 days of the date of demolition in order to qualify for the 3-year refund. Otherwise, the property will be considered to be vacant.
- 1.7 Properties with buildings that are demolished and replaced through insurance as a result of damage caused by fire, flood, wind storm, vehicle collision or other catastrophic event do not qualify.
- 1.8 Construction must be complete to the point of suitability for occupancy within 12 months of the date of start of construction. This time period may be extended in the case of a multi-family or large commercial development.

If this requirement is not met then the applicant will lose the tax refund for the first year of the program. For each year that the project remains incomplete after the original completion deadline, the corresponding yearly refund will be lost.
- 1.9 For the purpose of administering this program, the Development Officer has full authority in determining the dates of start of construction and completion of construction.
- 1.10 Failure by the applicant to comply with any of the regulations herein may result in disqualification of the applicant from the program.
- 1.11 The tax refund will be made payable to the registered owner whose name appears on the tax role on the date that the taxes are levied.

## **2. RESIDENTIAL PROPERTIES**

- 2.1 All residential properties as defined by the land use bylaw bordering on existing water and sewer mains qualify except for:
  - a) subdivisions serviced after 1970, and
  - b) RMH1, RMH1A, or RMH2 lots.
- 2.2 In order to qualify for the program, the new improvement must be assessed in excess of:

for a single family dwelling	\$100,000,
for a duplex	\$80,000/unit,
for a triplex or 4-plex	\$50,000/unit, and
for a multi-family project (greater than 4 units)	\$40,000/unit.

## **3. COMMERCIAL PROPERTIES**

- 3.1 Principal development on all C1 and C2 properties except on the south side of 1<sup>st</sup> Avenue qualifies.
- 3.2 Development must be of a permanent nature.
- 3.3 Additions do not qualify.