



**Draft
Community Improvement Plan (CIP) -
Community Development Initiatives**



April 2022

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Part 1 Introduction

1.0 Introduction

The Municipality of Brighton strives to conserve and enhance the unique character, community spirit, “small town and rural” values and superior quality of life for all who live, work and visit the community. Brighton is a diverse urban and rural municipality strategically located on the north shore of Lake Ontario at the eastern most reaches of Northumberland County. The benefits of a high quality of life, a broad range of economic development opportunities, valued natural and cultural heritage amenities as well as a full range of essential services are all offered. Brighton provides an excellent quality of life for many of its residents. However, the Municipality has opportunity to address emerging challenges while building on these strengths and in achieving its long-term vision. A Community Improvement Plan (CIP) is a statutory mechanism with which the Municipality can respond to these challenges. The Municipality of Brighton Community Improvement Plan (CIP) introduces programs to encourage responsible and sustainable growth that fits the context of the Municipal vision. The CIP directs funds towards specific rehabilitation and/or development projects that meet specific goals.

What is a Community Improvement Plan?

Section 28 of the Planning Act gives Municipalities the opportunity to prepare Community Improvement Plans (CIP). Through a CIP, municipalities can:

- Introduce strategic policies and by-laws aimed at implementing a community vision or strategy related to land use and development;
- Direct funds for improvements to public infrastructure and public space;
- Acquire land or buildings, rehabilitate buildings or clear land, and sell land for community improvement;
- Provide or direct funds for the provision of affordable housing;
- Improve energy efficiency; and
- Provide grants and loans to owners and tenants for specific actions.

The intention of the CIP presented herein is to facilitate projects that will:

1. Increase the supply of affordable housing ownership and rental units throughout the municipality;
2. Increase the supply of rental housing units downtown;
3. Revitalize the downtown building stock; and,
4. Promote rural economic diversification.

The Community Improvement Plan captures a range of programs. A separate CIP for Brownfield areas redevelopment is also established.

1.1 How Does the CIP Work

The CIP herein includes sub-programs which provide financial incentives for development or redevelopment projects. These projects must meet eligibility criteria

which are designed to ensure the financial incentives provided will support projects which work towards achieving the intent and goals and objectives of the CIP (See Appendix A).

1.2 CIP Overview

This document has been designed to be user-friendly to both applicants to CIP programs, and Municipal staff and Council who will administer the CIP. An overview of the Municipality's "toolkit" is provided in Part 2. The eligible area for each program is depicted in Part 3. General conditions for the CIP programs are provided in Part 4. As an innovation on how a CIP is typically written, this section is designed so that an applicant may print and sign the pages in designated areas and submit the pages to the Municipality as part of their complete application. Individual incentive programs are described in Part 5. This section provides eligibility criteria in a check-list format, and similar to Part 4, is intended to be included as a component of a complete application. Definitions are provided in Part 6. Terms which are defined are bolded throughout the document.

Part 2 CIP Tools

1.0 Toolkit

This CIP will achieve its goals using the tools enabled by legislation and policy (See Appendix B), which allows the Municipality to incentivize desired development, redevelopment or rehabilitation by reducing associated costs through giving grants or loans. See definitions in Section 6 for assistance in understanding specific unfamiliar terms.

2.1 CIP Tools for Reducing Costs

The rebates and other incentives tools that may be applied to the various financial programs in the CIP are discussed in the following sections of this plan.

Part 3 CIP Incentive Programs

2.0 Program Areas

To be eligible for the programs described in the CIP, properties must be located within the defined program areas. This section provides a table (Table 1) indicating the eligible program area for each incentive program. A Yes/No indicates the eligibility within the defined areas throughout the Municipality of Brighton. Programs 1 through 3 are intended to increase the supply of affordable ownership or rental housing units. Program 4 enables municipal infrastructure loans in exchange for affordable housing arrangements. Programs 5 and 6 are intended to increase the supply of rental housing units downtown. Program 7 is intended to revitalize the downtown building stock, support Main Street themes, maintain neighbourhood character, and foster rural economic development initiatives. Program 8 offers Hamlet and Rural areas improvements. Program 9 is intended to stimulate rural areas economic diversity and opportunities. Program 10 promotes general community adaptation to emerging issues.

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Table 1 – Eligible Programs and Areas for CIP Incentives

Eligible Program for Incentive	Brighton Urban Area	Downtown	Rural Economic Diversification	Brighton Rural Area
1. Affordable Rental Housing Incentives	YES	YES	NO	NO
2. Affordable Housing Ownership Loan	YES	YES	NO	YES
3. Infrastructure-Housing Loan Program	YES	YES	NO	NO
4. Accessibility Top-up Rebate	YES	YES	YES	YES
5. Downtown Residential Above Commercial Incentive	YES	YES	NO	NO
6. Downtown Fire Standards Retrofitting Rebate	NO	YES	NO	NO
7. Façade Improvement Design Rebate	NO	YES	NO	NO
8. Façade and Landscaping Improvement Incentive	NO	YES	YES	NO
9. Rural Economic Diversification	NO	NO	YES	YES
10. Community Adaptations Support	YES	YES	YES	YES

Part 4 CIP Policies and Conditions

3.0 General Policies and Conditions

This section provides the conditions which apply to all the CIP programs contained herein (Section 4.1), as well as additional conditions which apply to programs that are contingent upon the creation of affordable and attainable housing units (Section 4.2). Section 4.3 provides guidance on making an application to the Municipality for a CIP program.

4.1 Policies and Conditions Applicable to All CIP Programs and Projects

1. Eligible program participants include registered owners, assessed owners, tenants and assignees as identified in Section 28(7) of the *Planning Act*.
2. All proposed development shall conform to the County and Municipal Official Plans, Zoning By-law, Council approved design guidelines, and other planning requirements.
3. CIP applications related to affordable housing projects will involve pre-consultation with the County of Northumberland Housing Office.
4. Grant amounts exclude HST.
5. The Municipality may acquire lands in the implementation of this CIP program, including purposes of supplying affordable housing, improving deficient infrastructure, underutilized land or buildings, buildings not meeting property standards or occupancy requirements, off-street parking, specialized use public buildings, establishing parkland or active transportation areas, civic spaces, or environmental restoration.
6. All improvements shall be made pursuant to a building permit and constructed in accordance with the Ontario Building Code where required.
7. Property taxes shall be in good standing at the time of application and throughout the length of any incentive or grant commitment. Where arrears exist, an application will not be approved and/or grants will not be advanced until arrears are eliminated.
8. The lands subject to the CIP project shall have no outstanding work orders issued by the Municipality against the property. Outstanding work orders or requests against the property must be complied with prior to the consideration of any application or must be rectified through the proposed improvements.
9. Applications may be received for CIP projects that fall outside the scope of this CIP Plan. Such applications will demonstrate a justification of the request for project support in the context of municipal benefits regarding fiscal, environmental, social, and economic contributions.
10. A CIP program will be activated through Council's budget and a project-specific bylaw under Section 28 of the *Planning Act*. During preparation of its annual budget Municipal Council will determine the contribution to be made available to the various programs under this CIP for the following year. The financial incentive programs available under this CIP will be administered by Municipal staff within the budget established by Council. Projects will not be approved that result in over-expenditure to what has been allocated to the CIP's program(s) by Municipal Council.
11. Eligibility will generally be on a 'first-come first-served' basis. If the number or quality of applications exceed available funding, the group of submitted applications will be

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evaluated and only the applications that have been evaluated as offering the highest quality of the proposed property enhancement and/or development project, or community benefits will be awarded. In addition, the decision to fund and the amount of funding will generally be determined through the application of minimum criteria which measures each application based on the quality of the proposed property enhancement and/or development project. Such criteria as may be updated without amendment to this CIP Plan will be determined by staff, or an Evaluation Committee as may be established by Council;

12. Only lands and buildings that are a legal use, including legal non-conforming/legal non-complying uses under Section 34 of the Planning Act, will qualify under the CIP Plan. Expansions of such buildings or changes of uses to such buildings or lands will need to address conformity to the Zoning by-law;
13. The Municipality is not responsible for any costs incurred by an applicant in relation to applying for any of the incentive programs.
14. The Municipality reserves the right to audit any studies and/or works approved under an incentive program.
15. If the applicant is in default of any program requirement, or any other requirement of the Municipality, the Municipality may delay, suspend, cancel, or reduce the amount of its program approval and/or the financial incentive(s).
16. The Municipality may, at its discretion, and without further amendment to the CIP, extend or discontinue any program when and as deemed appropriate. Notwithstanding this, participants in various programs prior to their discontinuation may continue to receive approved incentives/grants after the closing of the program as determined through individual agreement with the Municipality and subject to available funding approved by the Municipality.
17. No application is guaranteed approval, the Municipality has full authority over all decisions, and final decisions with respect to applications.
18. As a condition of approval, the applicant and/or owner of the property may be required to enter into agreements with the Municipality. Depending on the nature of the program application, the agreement may be registered on the title of the applicable property. The agreement may specify terms, duration, default, penalty, and termination provisions of the financial incentive.
19. Funding will only be provided after an agreement is executed, if required, and once all other conditions have been met.
20. If the funding is recurring over multiple years, then funding will only be issued if appropriate documentation is provided and accepted by the Municipality each year, as required.
21. Works commenced after applying but prior to application approval are done at the applicant's risk.
22. In accordance with Section 28(7.3) of the Planning Act, the total amount of all financial incentives (including any tax assistance) given by the Municipality to a specific development shall not exceed the eligible cost with respect to those lands and buildings.

If you are an applicant: I have read and acknowledged conditions 1-22 above.

Signature: _____ Date: _____

4.2 Specific Conditions for Incentives Related to the Provision of Affordable and Attainable Housing Units

The CIP programs which incentivize the development of affordable rental units have a specific set of conditions. These conditions help ensure that these units will remain affordable rather than turning over into “unaffordable” market rate housing stock. In addition to the conditions outlined in Section 4.1, the following conditions apply to applicants who apply for incentives related to the provision of affordable rental housing units (i.e., Programs 1, 2, and 3 in this CIP).

1. With respect to incentives related to the provision of affordable rental housing, in order to receive the benefits eligible applicants will be required to enter into an agreement with the Municipality made with the following considerations:
 - a) Applicants should indicate how the project helps implements the County of Northumberland’s Affordable Housing Strategy.
 - b) Every development which receives a benefit through the program(s) shall have units that meet the program’s Guideline on Affordable Rental Rates (see County of Northumberland Housing Office), as amended from time to time;
 - c) The agreement must be registered on title, and the cost of doing so is the applicant’s responsibility or property owner’s responsibility;
 - d) The agreement will be binding on the owner’s heirs, successors, and assigns, as well as binding on a transferee if the property changes hands;
 - e) The housing provider must annually provide a statement to the Municipality of Brighton
 - f) Planning and Development Department confirming that each unit remains affordable;
 - g) If the housing provider does not carry out its obligations under the agreement, the housing provider shall pay to the Municipality the entire amount of benefits conveyed under the agreement, together with any applicable costs and interest;
 - h) The agreement will contain such other contractual provisions which are required to be inserted based on fundamental contractual drafting principles satisfactory to the Municipality of Brighton; and,
 - i) Other reasonable requirements and conditions will be included in the agreement on a project-specific basis.

2. Each year the applicant is expected to provide unequivocal proof that each rental unit is provided in accordance with the definition of **affordable rental unit** in order to receive the rebate. This unequivocal proof may take the form of a signed lease agreement showing the name of the lessee and the affordable rental rate, along with copies of cleared cheques from the lessee proving that the rent paid matches the affordable rental rate on the lease. If multiple **affordable rental units** are approved for the financial incentive, then unequivocal proof must be provided for each unit.

If you are an applicant: I have read and acknowledged the above conditions.

Signature: _____ Date: _____

4.3 Making an Application

4.3.1 Application Process

The steps for making an application to an incentive program are as follows:

1. **Pre-application consultation:** Schedule a meeting with Municipal staff to review any preliminary plans and factors such as program eligibility, scope of work and project timing.
2. **Submission of a complete application:** Submit the completed application form and required supporting materials such as detailed work plans, cost estimates and reports where applicable (see 4.3.2 for more details). If approved, a letter and/or agreement will be provided, and project work may begin. Municipal staff shall review the application based on the criteria contained herein and may require a visual inspection of the subject property in order to fully assess the application.
3. **Undertake project work:** Obtain relevant permits from the Municipality during the project. All costs will be borne by the applicant, unless otherwise stated within the detailed program descriptions. Depending on the nature of the work, it may be required to be undertaken in accordance with a commitment agreement made with the Municipality.
4. **Payment:** Submit evidence of paid invoices and other supporting documentation, as required. The Chief Building Official (C.B.O.) may inspect the completed project to ensure compliance with the requirements of the program. The C.B.O. may obtain assistance from the Municipal staff as necessary. Once all program requirements have been met, the payment of the approved incentive will be issued as a cheque, in accordance with the general and specific program eligibility requirements. If actual costs are less than what were approved under the letter and/or agreement, the dollar amount of the payment may be reduced; however, if costs are higher, the payment shall not be increased without the approval of Municipal Council.

4.3.2 Complete Application

At the discretion of the Municipality, applicants to CIP programs may be required to submit, as part of a complete application, the following:

1. Completed application form;
2. A signed copy of Section 4.1 of this document;
3. A signed copy of Section 4.2 of this document, if applicable;
4. Copy of the parcel register for the subject property (available from the Land Registry Office) showing name of current owner and legal description;
5. Other relevant documentation, as indicated within the individual program requirements, such as evidence of current condition of eligible property via photos or video, a Site Plan or Conceptual Plan, or other reports or drawings which provide information on the proposed development to ensure conformity with the Official Plan, conformity with the objectives of the CIP, compliance with all relevant Municipal Bylaws, and adherence to all applicable law; and,
6. For affordable housing units incentives, a copy of any concurrent applications with the County of Northumberland's Housing office.

4.3.3 Application Intake Periods

Two intake periods for applications are the Spring Intake and the Fall Intake, as described below.

Spring Intake

Applications received before March 31st of a given year will be evaluated at the Municipality's discretion to the limit of the available funding, provided all eligible criteria and conditions are met for each program. Where it is deemed that an application is not complete, staff may return the application to the applicant with advice on how to remedy any deficiency. The resubmission of a previously incomplete application will not be backdated; rather, it will be re-dated to the date that the complete application was received. Applicants who require Site Plan Approval (S.P.A.), may apply for it outside of the CIP intake period and will remain eligible if the S.P.A. has not been approved (i.e., the S.P.A. agreement has not been signed).

Fall Intake

If remaining funding is available following the evaluation of the applications received during the spring intake, a second intake period will occur to evaluate applications received before September 1st of a given year, at the Municipality's discretion.

4.3.4 Frequently Asked Questions

The frequently asked questions below are intended to assist with understanding eligibility. While the questions are posed in the voice of the layperson, the guidance offered in the answers serve as policy to assist with determining eligibility under these circumstances.

1. What if my project is eligible for multiple programs?

Many of the programs can be bundled together where eligibility requirements for different financial incentive programs can be met. However, incentive programs cannot be bundled to "double dip" – which means that a property which is eligible for a tax rebate, for example, will only be eligible to receive the rebate under one program, and cannot have the same taxes rebated under multiple programs. Further, multi-year tax rebate programs cannot be bundled to increase their duration, for instance two 10-year T.I.E.R. programs cannot be used consecutively to receive tax benefits over a 20-year period. Similarly, each type of incentive is only permitted one time, per property, during the life of the CIP. For example, if a property goes through two major renovations, the building permit fee will not be rebated both times even if all eligibility criteria are met; the property only gets a rebate once.

Importantly, the total of all incentives cannot exceed the eligible costs. Loans will be limited to a minimum of \$5,000 and a maximum based on a portion of project value generally not exceeding 60% of construction costs.

2. Is my affordable housing project eligible for incentives if I am already receiving incentives from other non-municipal funding source (e.g., funding from the County or C.M.H.C.)?

The Municipality encourages proponents of eligible projects to seek out other incentives, and as a result will not limit eligibility to CIP programs or reduce support on the basis of receiving assistance from other sources.

3. What if I received planning and building approvals before submitting my complete application for an incentive program – can I still be approved to receive incentives from the programs?

No, the purpose of the programs is to incentivize construction, rehabilitation and other upgrades which would otherwise not be undertaken. Applicants are encouraged to schedule a pre-application consultation with Municipal staff to discuss the timing of their project.

Part 5 Incentive Programs

5.1 Program 1: Affordable Rental Housing Incentives

Is your property eligible?

Projects proposing the construction of new rental homes, including additional or second dwellings or apartment buildings, which result in the creation of affordable units. Eligibility for incentives varies between apartment buildings and additional/second units:

Apartment Buildings

Program 1 Apartment Building Eligibility:

- a) A rebate for development charges, building permit fees and planning application fees associated with the approval of the development;
- b) A Tax Increment Equivalent Rebate (T.I.E.R.). This program shields a developer or homeowner for 10 years from the municipal portion of tax increases which occur as a result of the development of affordable rental unit(s);
- c) A Municipal loan in accordance with Municipal guidelines.

Program 1 Apartment Building Criterion:

- a) The property is within the eligible area (see Part 3); AND
- b) The application is received in writing at the time of making the application for Building Permit or Site Plan Approval; AND
- c) A private or a non-profit corporation renovating or constructing new apartments;
- d) Proof of affordability is presented; AND
- e) One of the following:

A new rental apartment building will be built consisting entirely of affordable rental unit(s);
OR,

A new rental apartment building built consisting partly of affordable units.

Additional/Second Units:

Program 1 Additional Units Eligibility:

To address costs associated with Building Code or Fire Code retrofits to existing homes in the process of redeveloping into an additional unit.

Incentive 1- Rebate:

A Homeowners who propose to have a new legal additional unit added to their existing home by engaging professionals are eligible to receive a maximum rebate of \$500 to reduce costs associated with necessary studies/drawings that accompany the new unit's Building Permit application, limited to:

- a) Structural assessment by a Professional Engineer to confirm the structural adequacy of the building to accommodate an additional/second unit;
- b) HVAC study by a qualified professional (e.g., ASHRAE certification or similar) to determine appropriate heating, ventilation, and/or cooling requirements to accommodate an additional/second unit; or,
- c) Architectural drawings prepared by a licensed architect or design professional with a Building Code Identification Number, for a Building Permit application.

Incentive 2 – Municipal loan in accordance with Municipal guidelines:

Homeowners are eligible for Municipal loan construction costs where proven that more than \$30,000 was spent in professional contractor labour and contractor-supplied materials to construct the new legal additional unit. Eligible contractor-supplied material costs do not include finishes (specifically kitchen cabinets, kitchen countertops, finished flooring, plumbing fixtures, or lighting fixtures) or unit furnishings (e.g., furniture, décor, etc.).

Program 1 Additional Unit Criteria:

- a) The property is within the eligible area (see Part 3);
- b) Application is received in writing at the time of making the application for Building Permit or Site Plan Approval;
- c) Proof that the primary dwelling unit is owner-occupied.

Additional Considerations:

Additional or second units are not eligible for the development charges rebates portion of the incentive. For additional units, the Municipality may establish a guideline on the maximum gross floor area (G.F.A.) for an additional unit to be eligible for the rebate.

For apartments, only the municipal portion of development charges is rebated. The development charges are to be paid when due and will be reimbursed to approved applicants, to a maximum set by Council each year, upon the execution of required agreements, proof of substantial occupancy, and proof of affordability.

For apartments, the T.I.E.R. financial incentive for a property is offered for a maximum of 10 years from the date of the re-assessment upon which the tax increment is calculated, as long as the units meet the criteria of affordable rental units. For any mixed-use development, tax assistance is offered to the residential portion of the building only. Taxes are to be paid when due and will be reimbursed to approved applicants, to a maximum set by Council each year, upon the execution of required agreements, proof of

substantial occupancy, and proof of affordability. Any other taxes paid are not subject to the rebate.

Municipal Loans:

Loan amounts may be limited in total amounts in keeping with Municipal fiscal capacities and risk management, including in proportion to total value of the property. Loan costs for apartments or additional units incurred by the Applicant are at the interest rate of the municipal debenture, plus an administrative fee. Council may waive interest charges for select priority projects. A loan agreement registered on title is required. Loan amounts may be limited in total amounts in keeping with Municipal fiscal capacities and risk management, including in proportion to total value of the property. Fees associated with any other municipal processes, or outside agencies are not subject to the rebate by the Municipality.

5.2 Program 2: Affordable Housing Ownership Loan

Is your property eligible?

Projects proposing the construction of new homes that result in the creation of affordable dwelling units for ownership are eligible to receive a municipal loan. The loan may take two forms, either as rebates or as loans exceeding rebate amounts:

Rebates: The amount of the loan is equal to the rebate on development charges, building permit fees and planning application fees associated with the approval of the development. The developer is encouraged to match such rebates through reduced sale price of a new home. The municipal and developer contributions would form a down payment toward the mortgage of a qualified first time home buyer. A mortgage loan agreement is entered into with the purchaser that recognizes repayment to the municipality within 10-years, or at time of re-sale.

Loans: Loan amounts are in addition to rebates and are intended to make a wider range contribution of affordable housing. Council may forgive loans for priority projects.

Do you meet the criteria?

A developer of affordable housing units for ownership may apply for a loan in the form of rebate of development charges and approval fees. Assistance will be in the form of providing a rebate equivalent to 100% of the development charges and Planning and Building fees associated with new affordable units, calculated based on the proportion of units which are affordable, meeting the criteria outlined below:

Program 2 Criteria:

The property is within the eligible area (see Part 3); AND

Application is received in writing at the time of making the application for Site Plan Approval; AND

One of the following:

- a) A developer of new housing construction intended for sale for ownership:
- b) A non-profit corporation constructing new housing

Loan amounts may be limited in total amounts in keeping with Municipal fiscal capacities and risk management, including in proportion to total value of the property.

Additional Considerations:

Loan costs incurred by the Applicant would be at the interest rate of the municipal debenture, plus an administrative fee. Council may waive interest charges for select priority projects. A loan agreement registered on title is required.

5.3 Program 3 Infrastructure-Housing Loan Program

Is your property eligible?

Land developers who in need of extending or installing new major infrastructure in order to supply housing, including within mixed use developments, are eligible for a municipal loan at an interest rate approximately equal to the supportive municipal debenture, plus an administrative fee. Through agreement, specific parcels/units are conveyed to the Municipality (or a non-profit housing corporation of the municipality's choosing) at the predevelopment vacant land rate. The lands conveyed to the Municipality (or non-profit) are held as a land bank for affordable housing purposes, including as long-term land leases not duplicated by the market. The development lands are made subject to a loan agreement that is subsequently discharged as open market sales are executed.

Do you meet the criteria?

A developer that owns lands and/or buildings may apply for a municipal loan for servicing infrastructure in the process of development or redevelopment of lands or buildings.

Program 3 Criteria:

All of the following criteria will be met:

- The property is within the eligible area (see Part 3) CIP Application is received in writing after development pre-consultation and complete application requirements for development have been issued, or draft subdivision approval has been given, or development agreement has been executed;
The Municipality is satisfied with the terms and costs in the Purchase and Sale agreement of select units/parcels/Blocks in the development. The Municipality may seek independent qualified opinion to ensure fair market value.
- An agreement has been entered into between the developer and the Municipality specifying terms of the loan and registered on title.
- Loan amounts may be limited in total amounts in keeping with Municipal fiscal capacities and risk management, including in proportion to total value of the property.

Additional Considerations:

An Infrastructure loan is available to make only major improvements to lands or buildings that result in significant number of affordable housing units.

Loan costs incurred by the Applicant would be at the interest rate of the municipal debenture, plus an administrative fee. Council may waive interest charges for select priority projects. A loan agreement registered on title is required.

5.4 Program 4: Accessibility Top-Up Rebate

Is your property eligible?

New legal additional/second units or affordable rental units that are designed to be accessible for persons with disabilities are eligible for a rebate. The purpose of the program is to increase the supply of accessible rental units by offering an added financial incentive for pursuing universal design standards.

Do you meet the criteria?

Developer and/or homeowner may apply for a maximum rebate of \$2,500 for any new legal additional/second unit or affordable rental unit that is designed to be barrier-free, meeting the criteria below:

Program 4 Criteria:

All of the following criteria will be met:

- The property is within the eligible area (see Part 3); AND
- Application is received in writing at the time of making an application(s) for a Planning or Building Permit approval;
- Unit created is designed to be barrier-free, as confirmed during the building permitting stage;
- Proof of paid invoices for construction costs clearly associated with the barrier-free features of the unit totalling at least \$2,500 have been submitted to the Municipality within one year of the latest invoice date; AND
- Photographs showing all the as-built barrier-free features in the finished unit; AND
- One of the following:
 - Unit created is a legal additional/second unit; AND/OR
 - Unit is an affordable rental unit (see Section 4.2)

Additional Considerations:

The Municipality may establish a guideline on the barrier-free features that are eligible as construction costs counting towards the minimum \$2,500 cost in this program's criteria.

5.5 Program 5: Downtown Residential Above Commercial Incentive

Is your property eligible?

New buildings and upgrades to existing buildings which result in the creation of new residential units above commercial ground floors are eligible to receive a rebate for fees associated with applications for Building Permit approval.

Do you meet these criteria?

A developer may apply for a rebate on building permit fees associated with the creation of new residential unit(s) in the Downtown CIP area. The assistance will be in the form of providing a rebate equivalent to 100% of the building permit fees associated with the creation of a new residential unit(s), meeting the criteria below.

Additional incentives are offered through a Municipal Loan.

Program 5 Criteria:

All of the following criteria will be met:

- The property is within the eligible area (see Part 3);
- Application is received in writing at the time of making an application(s) for Building Permit approval;
- Residential unit(s) created will be built above a commercial ground floor.

Additional Considerations:

Although the building permits fees are rebated, they are not waived outright. Applicants are expected to adhere to the requirement of the respective application processes and will receive the rebate where eligible. Fees are to be paid when due and will be rebated after issuance of an occupancy permit for the unit.

The developer will remain responsible for any building permit costs associated with non-residential construction/alteration.

Municipal Loans:

Loan costs for apartments or additional units incurred by the Applicant are at the interest rate of the municipal debenture, plus an administrative fee. Council may waive interest charges for select priority projects. A loan agreement registered on title is required. Loan amounts may be limited in total amounts in keeping with Municipal fiscal capacities and risk management, including in proportion to total value of the property. Fees associated with any other municipal processes, or outside agencies will be required to be paid and are not subject to rebate.

5.6 Program 6: Downtown Fire Retrofitting Rebate

Is your property eligible?

Costs associated with retrofitting existing buildings Downtown to meet the Ontario Fire Code (O. Reg. 213/07) performance requirement are eligible for rebate.

Do you meet the criteria?

Developers/landowners may apply for a rebate on eligible costs associated with fire retrofitting. The assistance will be in the form a rebate on eligible costs to a maximum of \$1,000. Eligible costs include the purchase of materials, equipment or systems that, in the opinion of the Chief Building Official and Chief Fire Official, provide protection and improvement of a building (e.g., fire alarms and detection systems, sprinkler systems, fire walls, interior finishes, fire department access, fire escapes and emergency lighting), meeting the criteria below.

Program 6 Criteria:

All of the following criteria will be met:

- The property is within the eligible area (see Part 3);
- Application is received in writing prior to undertaking retrofitting works;
- The applicant will provide proof of completed work within one year of approval from the Chief Building Official and Chief Fire Official to validate that the retrofitting work is acceptable, and/or provide access to the property for the Chief Building Official and Chief Fire Official to conduct an inspection to validate that the retrofitting work is acceptable;

- The unit will not be used as a Short term Accommodation rental;
- Proof of paid invoices for eligible expenses will be submitted to the Municipality within one (1) year of the latest invoice date.

Additional Considerations:

- A property that undertakes an improvement to fire retrofit a building will only be approved under the program one time.
- Fire retrofitting improvements must be completed to the satisfaction of the Chief Building Official and Chief Fire Official.

5.7 Program 7: Façade Improvement Design Rebate

Is your property eligible?

Commercial, residential, or institutional properties within the Core Area (Downtown) and commercial areas, which intend to undergo improvements to rehabilitate and improve the façades are eligible to receive a rebate for costs associated with design-related professional fees. Designs are to be in keeping with an enhanced design, including heritage attributes if applicable.

Do you meet the criteria?

A property owner or tenant of a building zoned for commercial, residential, or institutional use may apply for a rebate for the costs of professional fees related to the design of façade improvements, to a maximum of \$3,000, meeting the criteria below:

Program 7 Criteria:

- The property is within the eligible area (see Part 3);
- The application is received in writing following a pre-consultation meeting with Municipal staff; AND
- The design is prepared by a qualified person adhering to best practices in façade design, including any Municipal design guidelines as may apply;
- The applicant agrees to undertake any approved works within two (2) years following the date of approval, except where it can be proven to the Municipality that a delay is due to the limited availability of specialized contractors;
- Proof of paid invoices for professional fees related to the completion of design drawings or studies associated with the façade improvement have been submitted to the Municipality within one (1) year of the latest invoice date.

Additional Considerations:

- Applications which address traditional façades will be evaluated first.
- At the Municipality's discretion, documentation required to support the application may include:
 - Photographs of the existing building;
 - Historical photographs of the building, if available;
 - Confirmation of an approved Heritage Permit, if applicable;
 - Elevation drawings to illustrate the full scope of the proposed façade improvements;
 - Architectural or Urban Design drawings.

5.8 Program 8: Façade and Landscape Improvement Incentive

Is your property eligible?

Within the Core Area, commercial, residential, or institutional properties which undergo improvements to rehabilitate and improve the façades or landscaping are eligible to receive a rebate for costs associated with the renovation. Eligible costs are associated with the enhancement, replacement and rehabilitation of commercial/retail doors, windows, and façades that are in keeping with an enhanced design plan, including heritage attributes if applicable. In Hamlet areas, commercial or institutional properties would also qualify.

Do you meet the criteria?

A property owner or tenant of a building may apply for a rebate for up to 50% of the cost of façade or landscaping improvements that satisfy design criteria set out in this document, to a maximum of \$10,000. Façade and landscape enhancement can include front, side and rear yard enhancements depending on whether the property is a corner lot, or the rear yard is adjacent to public space or otherwise occupies a significant view corridor. The landscaping component will represent a minor portion only of the total value of the incentive. The following criterion shall be met:

Program 8 Criteria:

All of the following criteria will be met:

- The property is within the eligible area (see Part 3);
- The application is received in writing prior to the commencement of work;
- The application is supported by professionally prepared drawings to scale of the building's façade illustrating the nature of proposed work;
- All proposed work complies with all Façade Improvement guidelines as may apply or the applicant has been previously approved for the Façade Improvement Design Rebate;
- The applicant agrees to enter into an agreement with the Municipality, which may be registered against the title to the subject property, and may specify the components of the eligible works and their estimated cost and the anticipated timing for the approved works including the estimated completion date; AND
- The applicant agrees that should their application be approved, no changes to the approved façade improvements will be made for five years without first obtaining Municipal approval;
- To receive the rebate, proof will be that renovations have been completed in compliance with the Façade Improvement guidance from staff (conditions to the approval) and the other terms of any agreements with the Municipality;
- Proof of paid invoices for work undertaken will be submitted to the Municipality within one (1) year of the latest invoice date;
- One of the following:
 - Application is supported by two (2) itemized independent quotes that include the name of the qualified contractor(s) who will be undertaking the renovation (note: up to 50% of renovation costs eligible for rebate up to the program maximum); OR

- Application is supported by one (1) itemized independent quotes that includes the name of the qualified contractor(s) who will be undertaking the renovation (note: up to 40% of renovation costs eligible for rebate up to the program maximum).

Additional Considerations

The Municipality's preference is applications to the Façade Renovation Program are supported by two (2) itemized independent quotes, however due to the specialized nature of some work in particular on buildings designated under the Ontario Heritage Act, the Municipality may accept a single quote. Where one quote is provided, it may be subject to a comparison with invoices for similar projects where available. A property may only be approved one time during the lifetime of the CIP.

Other relevant drawings or studies to support the proposed scope of work may be requested at the discretion of the Municipality.

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

5.9 Program 9: Rural Economic Diversification Incentives

Rural Economic Diversification Incentives have been designed to strengthen the vitality and economic viability of farms and rural area businesses. A focus of this CIP is to incentivize development projects which represent 'value-added' agricultural uses, rural commercial uses, or 'on-farm diversified' uses. This program is designed to stimulate new investment in private lands, to encourage farms and businesses to start up or expand operations, and to improve the physical and visual attractiveness of public-facing are also encouraged through the program (see program 11, below – Community Adaptions). To support this focus, incentives are offered for the following, for example:

- Renovation and conversion of farm buildings to rural commercial/industrial uses' Improvements and enhancements to public-facing facades (Hamlets), landscaping, signage and wayfinding
 - Where associated with significant building improvements, investments in farm equipment and machinery that represent early adaption of emerging technology or business models;
 - Agriculturally-related equipment and machinery that add value to on-farm produce;
 - Equipment or machinery that represents on-farm diversified uses, such as micro-beverage or micro-food production;
 - Heritage farm buildings or heritage home restoration, including for tourism accommodations.

Accordingly, two sub-programs are offered, one incenting façade improvements and a second that focuses on building construction or renovation.

Program 9A: Façade, Landscape and Signage Improvement Incentive

Is your property eligible?

Private properties in the Prime Agriculture, Rural and Hamlet designations of the Official Plan are eligible. For Agricultural/Rural areas, façade improvement is limited to commercial roofed accommodation. Also eligible are agricultural or commercial buildings which are open to the visiting public and which represent value-added agricultural activity. In Hamlet areas, incentives are applicable only to commercial roofed accommodation, commercial and mixed-use buildings.

Incentive Details

- Matching grant of up to 50% of eligible costs up to a maximum grant of \$10,000 per property;
- Landscaping improvements will be funded to a minor proportion of the total grant. Municipal loans at cost up to for a maximum of 50% of projects costs. Projects should be a minimum of \$10,000.

Eligible Costs

- Improvements to public facing facades, including doors, windows, cornices, parapets, etc.;
- Façade improvement is limited to commercial or other buildings open to the public;
- Improvements to exterior materials and lighting;
- Enhanced design signs and wayfinding;
- Public-facing landscaping;
- Civic squares and other public gathering places in Hamlet areas.

Program 9B: Building Restoration, Renovation and Improvement

Is your property eligible?

Private properties in the Prime Agriculture, Rural and Hamlet designations of the Official Plan are eligible. Supported uses in Prime Agriculture areas will be in keeping with the Province's Guidelines on *Permitted Uses in Ontario's Prime Agricultural Areas* (2016). For lands designated as Rural or Hamlet, permitted uses as specified in the Municipal Official Plan shall apply. The scale of permitted non-farm uses on rural lands shall ensure that agriculture remains the principle dominant use.

Eligibility Criteria:

- Re-purposing agricultural buildings for farm-related commercial or industrial occupancy
- (building, fire and other code compliance including public occupancy load-related building enhancement);
- In Hamlets, restaurants, markets, and other places of assembly related to arts, culture, and recreation.
- Rehabilitation of existing, or conversion of space for Commercial Roofed Accommodations.

- Expansion/additions; and
- New buildings on-site for new or enhanced commercial uses.

To be eligible for grants, loans, or other incentives toward roofed accommodation and other on-farm diversified uses, properties must be a bona-fide operating farm for a period of at least 2-years. Lands located in designated Hamlet areas may also qualify.

Incentive Details

All of the following criteria will be met:

- Matching grant of up to 50% of Eligible Costs up to a maximum grant of \$25,000 per property;
- Rural Areas Development Charge Grant of 100%;
- Eligible toward value-added agricultural or on-farm diversified developments that are not exempt from DCs (i.e. any building which is assessed as being industrial or commercial);
- Rural Areas Planning and Building Permit Fees Grant of 100%;
- Rural Areas Tax Increment Financing Grant (TIF) Grant valued at a maximum of 80% of the annual Municipal tax increment for duration of up to 10 years, or up to the time when total grant payments equal total Eligible Costs. A TIF Grant shall not be combined with any other CIP incentive. Exceptions may be made where additional municipal fiscal benefits are demonstrated;
- Municipal Loan at cost, plus administrative fee, for new construction or renovations involving costs over \$25,000. The loan will cover a maximum of 50% of construction value.

Additional Considerations

Municipal Loans are conditional on major building construction. Additional eligibility requirements may involve the preference for demonstrated collaborative arrangements among several properties' owners/applicants.

5.10 Program 10: Community Adaptations Support

The Community Adaptations Support program is an incentive to promote community adaptiveness to evolving challenges of new technology, machinery, or business models. Incentives are proposed for innovations adaptations that are directly associated with investment in new buildings or significant renovations. Business model and marketing innovations should be demonstrated. Such innovations introduce relatively higher risk. To mitigate potential risk, the incentive will be tied to capital investment and supported by demonstration of a supportive network or in association with mutual reliance arrangements. Preferences will be given to projects that demonstrate network supports through partnerships and collaborations.

Applicants are encouraged to identify emerging challenges, an adaptive technological or business model response, and demonstrate supportive collaborations.

This incentive program is directed to the Downtown Area and to agriculture-related or on-farm diversified uses.

Downtown Area

An example of an emerging challenge to downtowns is the changing face of retail and restaurant formats. An application under this CIP program may wish to address such challenges. For example, improved efficiencies in shipping/receiving and pick-up areas, could collaboratively be identified.

Agriculture-related or On-farm Diversified Uses

The incentive is targeted to Agriculture-related, or on-farm diversified uses made feasible through new/renovated buildings and the directly related acquisition of specialized production equipment. For example, a project involving multiple applicants/farms each representing an individual micro-beverage start-up may each specialized in one aspect of production. Each farm would demonstrate mutual reliance in individual aspects of production (e.g. for a micro-brewery: barley processing, fermentation production and bottling). The Applicants would strengthen its CIP Grant application by demonstrating a cluster of locations to efficiently attract tourists, and a shared marketing program.

Eligibility for the program includes:

- Eligible costs are associated with business plans that demonstrate the feasibility of the adaptation to emerging technology or innovative business models.

Incentive Details

- A Grant equal to 50% of the business plan up to a maximum of \$5,000 when in conjunction with an approved CIP incentive under Programs 7, 9 or 10.
- Incentives available through the CIP Program 7, 9 or 10

Part 6 Definitions

Affordable: A dwelling unit that is affordable as defined by the Provincial Policy Statement under section 3 of the *Planning Act*, typically being housing that costs less than or equal to 30% of the pre-tax income for low-to-moderate income households; or a dwelling unit for which the purchase price or rental rate is at or below the average purchase price or rental rate of a unit in the regional market area as determined by the Canada Mortgage and Housing Corporation (C.M.H.C.) definition(s); or as may be established through a Municipal Housing Statement.

Affordable rental unit (housing): A rental dwelling unit which meets the definition of affordable.

Affordable ownership unit (housing): An ownership of a dwelling unit which meets the definition of affordable.

Approved applicant: An applicant who has received approval in principle for one or more programs under the CIP.

Approval in principle: An applicant who has received approval before undertaking work, as indicated through a letter and/or agreement with the Municipality. Receipt of the incentive, or additional incentive, is subject to the approved applicant's proof of fulfillment

of the requisite works in compliance with the eligibility criteria and terms of any agreement with the Municipality.

Attainable Housing: Reasonable housing attainable through reasonable effort.

Barrier-free: A unit or building and its facilities which are design to be approached, entered and used by persons with physical or sensory disabilities.

Building permit: Applications to the Municipality of Brighton for Building Permit approval under the Building Code Act.

Cancellation: An approved applicant does not have to pay for something that they would otherwise pay.

Community Improvement Plan (CIP): All of Parts 1 to 6 of this plan, including Table 1 and Map 1, Appendix A (CIP goals), Sections B.2 and B.3 of Appendix B (Administration), and all of Appendix D (Brownfields Program Guide) that offers further details on these programs – which may only be revised through formal amendment – but not Appendix C that may be revised from time-to-time.

Deferral: An approved applicant does not have to pay for something now but will have to at a later date.

Education portion: Taxes arising from that element of the total tax rate set annually, which is collected on behalf of the Province of Ontario to support the provincial school By-Laws.

Eligible costs: All cost categories for which the Owner is eligible to be considered for program assistance from the Municipality as provided for in an Agreement and subject to all program protocols and conditions as stated in the Agreement and the CIP.

Guideline on Affordable Rental Rates: A document prepared and updated annually by County of Northumberland or Municipal staff that establishes a future year's rental rates for different types of affordable rental units.

Intensification: The development of a property, site or area at a higher density than currently exists, either through redevelopment/re-use of previously developed sites, the development of vacant and/or underutilized lots within previously developed areas, infill development and the expansion or conversion of existing buildings.

Legal additional/second unit: A additional/second unit in compliance with the Official Plan and all relevant Municipality of Brighton By-laws and adheres to all applicable law. The Municipality of Brighton may require, at its discretion, evidence of current condition of additional/second units via photos.

Municipal portion: Taxes arising from that element of the total tax rate, set annually, which supports expenditures by the Municipality of Brighton.

Prorated (rebate): A rebate which is proportional to the ratio of eligible and non-eligible project expenses.

Rebates: An approved applicant receives money in the form of a grant to reimburse incurred expenses related to Municipal or County fees or charges on program eligible costs to a maximum set by Municipal Council.

Redevelopment: The creation of new units, uses or lots on previously developed land in existing communities, including brownfield sites.

Reduction: At the time a payment is due, an approved applicant only has to pay a portion of the usual amount.

Substantial occupancy: A unit or building which has received approval for occupancy (i.e. Occupancy Permit) from the Municipality's building official.

Tax cancellation: The cancelling of the increase in Tax Liability.

Tax increment: The difference between the property tax liability for the lands in any year of the Program and the existing "base" tax liability. The Tax Increment is limited to the Municipal Portion of the tax liability in those instances where program assistance is limited to the Municipal Portion of taxation as provided for in the CIP.

Tax liability: The annual real property taxes levied by the Municipality of Brighton including the Municipal and Education Portions of the taxes.

T.I.E.R.: Tax Increment Equivalent Rebate as provided for under Section 28(7) of the Ontario Planning Act.

Appendix A

Community Improvement Goals And Objectives

A. Goals

1. Continue to improve the quality of life for residents, workers, and visitors in the Municipality.
2. Maintain, rehabilitate, redevelop, intensify, and upgrade the existing physical condition of the municipal environment to address the social, economic, and environmental priorities of the community.
3. Reinforce the stability of existing residential, commercial, and industrial areas of the Municipality while addressing existing land use conflicts and minimizing the potential for future concerns.
4. Consider community improvement as an important part of Brighton's commitment to local economic development and support for tourism, commerce, and industry in Brighton.
5. Recognize community improvement as the primary means by which the Municipality can facilitate affordable housing development.

B. Objectives

1. Facilitate the development of affordable ownership and rental housing;
2. Maintain and improving municipal infrastructure, services, public utilities, and social and recreational facilities;
3. Encourage improvement activities that contribute to local economic development and support tourism, commerce, and industry;
4. Encourage redevelopment, particularly of brownfield sites, and the reintegration of these sites into the municipal urban and rural fabric, provided that such redevelopment does not disrupt the historical, cultural, or social fabric of the community;
5. Encourage the maintenance of the existing building stock and facilitating the rehabilitation, renovation, and repair of older buildings;
6. Improve conditions in older, predominantly residential areas, including encouraging infill housing and a mix of housing types on vacant lands as a means of stabilizing neighbourhoods;
7. Facilitate the preservation and restoration of historically and/or architecturally significant buildings or areas and encouraging the adaptive reuse of such buildings or areas;
8. Improve the overall streetscape and/or aesthetics of commercial and industrial areas of the Municipality.

Appendix B

Municipality of Brighton Official Plan – Section 6 – Community Improvement

Community Improvement

This plan recognizes that a need exists to upgrade the Municipality's physical infrastructure, buildings, recreational facilities and the arrangement of existing land uses, particularly in all of the Hamlets. Furthermore, the Council of the Municipality of Brighton recognizes the need to maintain and rehabilitate the Municipality's physical environment and therefore is committed to ongoing improvement where deficiencies and / or opportunities exist. With this in mind this section contains the Municipality's objectives for community improvement and identifies the areas within the Municipality's selected improvement.

6.1 Planning Principles

A goal of this Plan to encourage the improvement, upgrading and correction of deficiencies in municipal, social and recreational services as well as the improvement of private lands. It is also a goal of this Plan to continue to make the Municipality of Brighton an attractive and safe place in which to live, work and visit, and to maintain and improve the economic base of the Municipality through the promotion of jobs, new capital investment and increases in the municipal tax base. As such, Council adopts the following community improvement objectives:

1. To improve and upgrade the Municipality's environment and, in particular, to address deficiencies with respect to the residential, commercial, industrial, recreational and community facility uses in Hamlets by:
 - a) Upgrading municipal services;
 - b) Increasing the efficiency of the movement of vehicular and pedestrian traffic;
 - c) Minimizing land use conflicts; and,
 - d) Enhancing the aesthetic quality of the area.
2. To encourage and support efforts by the private sector to maintain and improve existing buildings and structures;
3. To undertake community improvement projects in a manner that is fiscally responsible, recognizing the anticipated growth and various functions of the community including its social and economic roles;
4. To improve and upgrade municipal facilities and services including those serving institutional, recreational, cultural, and social and community related functions;
5. To encourage the preservation of the Municipality's heritage buildings and historical resources;
6. To enhance the Municipality's ability to accommodate new development and economic growth and to foster a favourable climate for private investment;
7. To ensure that buildings and property are maintained to acceptable standards;

8. To undertake a monitoring program to review budgeting and program direction in respect to attainment of specific policies;
9. To encourage the rehabilitation of environmentally compromised land and/or buildings through appropriate remediation; and,
10. To encourage growth within settlement areas through intensification and redevelopment.

6.2 Community Improvement Area Selection Criteria

In selecting and designating Community Improvement Areas pursuant to Section 28 of the *Planning Act*, Council shall have regard for deficiencies related to roads, sidewalks, lighting or other municipal services and residential, commercial, industrial, cultural, community facility and recreational buildings, structures or areas. In more specific terms the selection and designation of community improvement areas shall be undertaken where a number of the following deficiencies or opportunities have been identified:

1. Roads in need of improvement such as resurfacing and / or reconstruction;
2. A need for new or the replacement of existing sidewalks;
3. A need for new or the replacement of existing storm water drainage systems and / or a need for improved drainage on particular properties;
4. A need for new or the replacement of existing street lighting;
5. A need for new or the replacement of outdated traffic signals or traffic directional information signs;
6. A need for new or the upgrading of existing recreational facilities or lands;
7. A need for new or the upgrading of existing institutional and community facilities or lands;
8. A need for new or the upgrading of existing cultural and social facilities or lands;
9. A deficiency in the amount, variety and/or quality of housing to meet the needs of the Municipality's residents;
10. A deficiency in off-street and / or on-street parking resulting in traffic hazards and inconvenience;
11. A deficiency in the aesthetic or structural quality of streetscapes particularly in existing commercial areas; and,
12. A deficiency in traffic circulation or access.

In addition to the criteria noted above, consideration for the selection and designation of community improvement areas may also be given in circumstances where the following situations have been identified:

1. Conflicts between existing land uses;
2. Environmental problems such as flood susceptibility, noise or odour;
3. The presence of lands and/or buildings that may require detailed environmental site assessments or designated substances surveys and the implementation of appropriate and necessary remediation;
4. Man-made hazards such as level crossings, abandoned buildings, etc.;
5. In the case of vacant or under-used lots or blocks with good potential for development or redevelopment.

6.3 Community Improvement Areas

The whole of the Municipality of Brighton is identified as a Community Improvement Area. It is the intent of this Plan that community improvement projects be undertaken as needed. However, prior to approving any improvement plans, Council must be satisfied that it can reasonably finance and afford the Municipality's share of any costs.

Schedule "E" identifies certain areas within the rural portion of the Municipality which have been identified previously as Community Improvement Areas "A – F". The Municipality may consider further adjustments to these areas and may identify Community Improvement Project Areas within the Brighton Urban Area by means of the passage of a By-law under Section 28 (2) of the *Planning Act*, RSO 1990 as amended, delineating CIP Project Areas. Adoption of a Community Improvement Plan for a Project Area will require the passage of a further By-law under Section 29(5), of the *Planning Act*, RSO 1990 as amended.

6.4 Phasing of Community Improvement

It is the intent of this Plan that improvements be undertaken when funding is available.

6.5 Implementation

In implementing this Plan's community improvement goals and objectives, Council may:

1. Designate by By-law, any part of the Municipality of Brighton as a Community
2. Improvement Project Area(s) on the basis of the criteria outlined in Sections 6(3) and 6(4);
3. Seek public funding from federal or provincial government agencies including that available through the Ontario Heritage Act;
4. Incorporate any other relevant municipal programs into the Community
5. Improvement Plan;
6. Encourage the participation of the private sector in the implementation of the Community Improvement Plan, and encourage private initiatives regarding the rehabilitation, redevelopment, conversion and environmental remediation of lands and / or buildings and where appropriate, support infill development and redevelopment;
7. Support and encourage the participation of local community groups, service clubs, ratepayer associations and other public organizations in the implementation of the Community Improvement Plan;
8. Improve, acquire or dispose of land and/or buildings in a designated area in accordance with the Community Improvement Plan;
9. Develop and enforce a maintenance and occupancy standards by-law pursuant to the provisions of Section 15.1 of the Building Code Act;
10. Undertake the preparation of Community Improvement Plans and the
11. development of community improvement programs pursuant to Section 28 of the Planning Act; and,

12. Consult with the Conservation Authority in circumstances involving natural hazards (flooding, erosion and dynamic beaches), natural heritage, water quality and quantity, and stormwater management.

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