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# HALDIMAND COUNTY

Report EDT-10-2019 Downtown Areas Community Improvement Plan - 138  
Queen Street, Dunnville



For Consideration by Council in Committee on June 18, 2019

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## OBJECTIVE:

To seek Council approval of one (1) application for funding made under the Terms and Conditions of the Haldimand County Downtown Areas Community Improvement Plan.

## RECOMMENDATIONS:

1. THAT Report EDT-10-2019 Downtown Areas Community Improvement Plan - 138 Queen Street, Dunnville be received;
2. AND THAT the project as outlined in Report EDT-10-2019 be approved for a grant to be funded from the Community Improvement Plan Reserve, to a maximum of \$10,000;
3. AND THAT a maximum of \$30,000 to be funded from the 2020 CIP annual allocation as a result of the approval of CIP projects identified in Reports EDT-10-2019, EDT-08-2019 and EDT-09-2019 be approved;
4. AND THAT the Mayor and Clerk execute the Downtown Areas Community Improvement Plan Financial Incentive Program Agreement with the respective property.

**Prepared by:** Zach Gable, MAES, EcD, Senior Economic Development Officer

**Reviewed by:** Lidy Romanuk, BA, EcD, CEcD, Manager, Economic Development and Tourism

**Respectfully submitted:** Craig Manley, MCIP, RPP, General Manager of Community & Development Services

**Approved:** Donald G. Boyle, Chief Administrative Officer

## EXECUTIVE SUMMARY:

This proposal is to undertake façade improvements to the property at 138 Queen Street, Dunnville. Economic Development and Tourism staff recommend that this application be approved for funding under the Downtown Areas Community Improvement Plan Financial Incentives Program, as all program eligibility requirements have been met.

## BACKGROUND:

In May 2008, Haldimand County Council adopted the Haldimand County Downtown Areas Community Improvement Plan (CIP) and corresponding Downtown Community Improvement Project Areas (CIPAs). The CIP provides Council with the ability to offer financial incentives to private property owners to revitalize, redevelop, and renovate properties and buildings within the CIPAs. The CIPAs are identified as the downtown areas of the communities of Caledonia, Cayuga, Dunnville, Hagersville, Jarvis and Selkirk. In September 2013, Council approved the Rural Business and Tourism Community

Improvement Plan (RBTCIP). The RBTCIP targets key Haldimand County economic objectives by supporting hamlets, commercial roofed accommodations and value added agricultural businesses. Amendments in November 2014, added a new program to the Downtown Areas CIP to include interior renovations for places of assembly related to arts and culture, commercial roofed accommodations and restaurants, and expanded eligible costs for existing programs based on supporting the growth of the County's tourism businesses.

Economic Development and Tourism (EDT) staff continue to promote both financial incentive programs to the communities and stakeholders. EDT staff also assist proponents with their applications, in order to bring eligible projects before Council in a timely manner. Further, staff continue to work with applicants to ensure that their projects move forward to completion.

As of this report date, one hundred and twenty-nine (129) Downtown Areas CIP applications and twenty-four (24) RBTCIP applications have been approved (including reports EDT-10-2019, EDT-08-2019 and EDT-09-2019). One hundred and twenty-nine (129) of the previously approved applications have been completed and the files have been closed on three (3) applications. Downtown area grants have been approved in Caledonia, Cayuga, Dunnville, Hagersville, Jarvis and Selkirk. Grants have been approved for value added agriculture projects in the rural areas of Haldimand County; as well, projects in the hamlets of Fisherville, Port Maitland, Rainham Centre and York have been approved under the RBTCIP.

**Summary of the 153 Downtown Areas CIP and RBTCIP Applications (including EDT-10-2019, EDT-08-2019 and EDT-09-2019) Considered by Council:**

<b>Financial Incentive Program</b> <i>(Including EDT-10-2019, EDT-08-2019 and EDT-09-2019)</i>	<b>Downtown Areas</b>	<b>Rural Business and Tourism</b>
Application and Permit Fees Refund	\$227,863	\$21,089
Building Restoration, Renovation and Improvement	\$73,527	\$197,305
Downtown Housing Grant	\$157,971	N/A
Heritage Improvement Grant	\$20,000	\$39,923
Façade Improvement Grant	\$796,898	\$107,359
<b>Total value of CIP grants provided by the County**</b>	<b>\$1,276,259</b>	<b>\$365,676</b>
Total construction value of CIP Projects	\$10,060,894	\$1,101,658
Grant values as a percentage of construction values	13%*	33%
Council approved transfers from CIP Reserve for other initiatives	\$6,360	
<b>Total funds remaining in CIP Reserve</b>	<b>-\$28,356***</b>	

\* **Grant as a % of Construction** – This calculation shows the leveraging factor; basically, how much funding the County is contributing to the project compared to the total cost of the project. As it currently stands, for every dollar granted by the County, approximately \$7.00 of additional private funding has been invested in the Downtown Areas of the County. The Kinsmen Park Revitalization and Dunnville Farmers Market Project are not included in the total construction values.

\*\* Includes grant amounts related to staff approved projects under \$5,000.

\*\*\* Includes contribution from the Association of Municipalities of Ontario for Main Street Revitalization Funding Program in the amount of \$69,936 (Report PED-EDT-05-2018).

## ANALYSIS:

The final completed application for the property known as 138 Queen street, Dunnville was received in May 2019. A location map has been included in this report as Attachment 1. Contact with EDT staff occurred earlier in March of 2019, and since that time, staff has worked with the applicant to finalize their plans and prepare the subject application for Council consideration. This application is for the Façade Improvement Grant program.

No previous applications have been submitted for the property. Some elements of the existing façade are in poor repair such as the windows on the front façade of the building and the existing awning signage. Photos of the existing façade are included in Attachment 2.

Proposed improvements under the Façade Improvement Grant program include improvements to the front and rear of the building. Improvements to the front of the building involve replacement of the storefront windows and door. The windows are to be capped in black with a stone veneer added to the lower portion of the façade, a sample of the veneer can be found in Attachment 3. This has been a successful improvement by other property owners within the Dunnville CIPA.

On the rear of the building there is an existing window envelop which has been boarded up and will be replaced with a window that will also open and function as a loading door, as well replacement of another window that is partially blocked by different materials. The rear façade faces a municipal parking lot, improvements to rear façades have been previously funded by the Downtown Areas CIP. This application is supported by the County's Urban Design Guidelines to maximize visual transparency and animation from the street.

This application meets the intent of the Downtown Areas CIP and is helping to encourage retail in the downtown and aligns well with other County initiatives such as the Waterfront Park and Farmers Market Redevelopment.

Review Panel Recommendation			The application is complete and recommended for approval.		
File No.	Community	Address	Value of Project	Value of Grant	Grant as a % of Construction *
145	Dunnville	138 Queen Street	\$27,441	\$10,000	36%
<b>Façade Improvement Grant</b>					<b>\$10,000</b>
<b>Total Grant to 138 Queen Street</b>					<b><u>\$10,000</u></b>
<b>Project Description</b>	Installation of brick veneer, replacement of storefront windows and front entrance door. Replacement of rear door and replacement of existing rear loading doors with glass doors.				
<b>Conditions</b>	1. Property taxes must be in good standing and the property must be in conformity with all County/Provincial/Federal by-laws and legislation throughout the term of the program – i.e. property standards, zoning by-laws, official plan, etc.				

## **FINANCIAL/LEGAL IMPLICATIONS:**

The Downtown Areas Community Improvement Plan (CIP) was established in 2008, with an annual allocation of \$100,000 contributed to a Community Improvement Plan Reserve to be used to fund approved grant applications under the financial incentives component of the Downtown Areas CIP. In 2013, the annual base budget contribution was increased to \$150,000 to incorporate the Downtown Areas CIP and the Rural Business and Tourism Community Improvement Plan. Upon approval of this application, Council will have approved a total of \$1,641,932 from this Reserve.

This application in conjunction with those associated with reports EDT-08-2019 and EDT-09-2019 were submitted and the financial information was refined over several months. As such, there was very little ability to coordinate the projects with respect to the available funding. There are currently insufficient funds within the Community Improvement Plan Reserve to approve all three applications before Council. This application requires \$10,000 in funding which would leave the Community Improvement Plan at a negative balance of \$28,356, if reports EDT-10-2019, EDT-08-2019 and EDT-09-2019 are approved by Council. This is a unique situation—while the reserve has been depleted in the past—it is usually close to the end of the calendar year. There are two options available for Council to consider:

### **Option #1**

The program guidelines state the applications are received on a first come, first serve basis. If Council chooses to proceed status quo, the recommendation is to approve reports EDT-08-2019 (\$19,445) and EDT-10-2019 (\$10,000) in full and approve EDT-09-2019 for a partial grant amount of \$21,643 with the funds that are currently remaining in the CIP Reserve.

### **Option #2**

Approve all three projects in full. The shortfall of approximately \$28,356 could be funded from the 2020 CIP annual allocation. This would leave approximately \$121,644 for new projects in 2020, if Council continues to approve the base budget allocation of \$150,000 during review of the 2020 Tax Supported Operating Budget.

Staff is recommending that Council proceed with Option #2 and approve all three projects in full. As a result of the three proposed CIP projects there will be improvements to buildings within three separate communities, new business created and potentially new employment opportunities.

Moving forward, any new applicants requesting CIP funds will be advised that the program is now closed for 2019 and that new projects will not be considered by Council until early 2020. Staff will continue to undertake the necessary due diligence work to ensure any proposals that are submitted pending future funding meet the program intent.

Legal: A grant agreement will be prepared for execution by the Mayor and Clerk should Council approve this application. This ensures all works as approved are completed within a specified timeframe. The grant agreement was reviewed by legal counsel in the spring of 2008.

## **STAKEHOLDER IMPACTS:**

All Community Improvement projects are circulated and reviewed by a staff committee that consists of representatives from Building & Municipal Enforcement Services, Planning and Development, Community Development and Partnerships (Heritage and Culture) and Finance Divisions. Once this project has received Council approval, staff from the Building & Municipal Enforcement Services will be required to assist Economic Development and Tourism staff to ensure that all proposed works are carried out in the manner applied for, and that terms and conditions are met.

## **REPORT IMPACTS:**

Agreement: Yes

By-law: No

Budget Amendment: No

Policy: No

## **ATTACHMENTS:**

1. Location Map of 138 Queen Street Dunnville.
2. Photos of the existing conditions of 138 Queen Street Dunnville.
3. Proposed stone veneer, Façade Improvement.