



THE CORPORATION OF THE CITY OF ST. THOMAS

COMMUNITY IMPROVEMENT PROGRAM EVALUATION COMMITTEE

MAY 6, 2021

3:00 P.M.

ZOOM MEETING

1. Disclosure of Interest
2. Confirmation of Minutes: March 25, 2021
3. Project Applications
 - a) 33 Mary Street West
4. Updated Project List
5. Adjournment

THE CORPORATION OF THE CITY OF ST. THOMAS
CIP EVALUATION COMMITTEE

ZOOM

MARCH 25, 2021

The meeting convened at 2:00 p.m. with Harrison Cole, Chair, presiding.

ATTENDANCE

Members

Harrison Cole, MHC
Councillor Jim Herbert
Councillor Joan Rymal
Russell Schnurr, DDB
Susan Boldt, DDB

Officials

Wendell Graves, City Manager
Crystal Penney, Planning & Building Services Coordinator

DISCLOSURES OF INTEREST

Nil.

MINUTES

Moved by R. Schnurr – Councillor Rymal:

THAT: The minutes of the meeting held on December 11, 2020 be confirmed.

Carried.

CHANGES TO ADMINISTRATION

The City Manager advised the committee that going forward the Community Improvement Program will be administered through the Planning department; however, he will continue to manage the existing files.

PROJECT APPLICATIONS

21 Barwick Street – Lillian Wilson

Ms. Penney advised that the applicant is seeking to replace an existing tub with a walk-in shower and install a new railing for the front porch due to accessibility concerns.

There was a general discussion to determine if this type of renovation would be eligible through the Community Improvement Program.

Mr. Graves advised that while the committee typically sees larger proposals, improving more units than just a single home, that under the guidelines of the program this is eligible.

Moved by Councillor Herbert – Councillor Rymal:

THAT: The Community Improvement Program application for 21 Barwick Street be approved. Carried.

COMMUNITY IMPROVEMENT PROGRAM UPDATE

The City Manager advised that the new and expanded Community Improvement Program is only a few months away from approval.

Councillor Rymal inquired as to whether an updated listing of projects could be provided.

The City Manager advised that a listing of Community Improvement Program projects could be provided for the next meeting.

UNFINISHED BUSINESS

277-283 Talbot Street

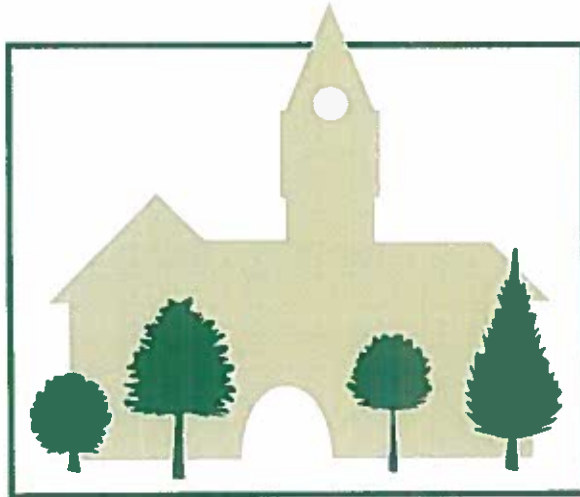
The City Manager advised that all Community Improvement Program money has now been rebated back to the City as the property owner has sold the building within the 5 years of receiving the funding. As per the agreement, anyone who sells the property within 5 years of receiving the funding, must pay the money back.

ADJOURNMENT

The meeting adjourned at 2:20 p.m.

APPLICATION FORM

ST. THOMAS COMMUNITY IMPROVEMENT PLAN FINANCIAL INCENTIVE PROGRAMS



THE CORPORATION OF THE CITY OF
ST. THOMAS

HERITAGE TAX RELIEF PROGRAM

HERITAGE DESIGN PROGRAM

RESIDENTIAL CONVERSION, REHABILITATION AND INTENSIFICATION PROGRAM

PROPERTY TAX INCREMENT GRANT PROGRAM

FAÇADE IMPROVEMENT PROGRAM

PLANNING AND BUILDING FEES PROGRAM

DEVELOPMENT CHARGES REBATE PROGRAM

PARKLAND DEDICATION EXEMPTION PROGRAM



FINANCIAL INCENTIVES PROGRAM
ST. THOMAS COMMUNITY IMPROVEMENT PLAN
SECTION 1.0 - GENERAL APPLICATION FORM

1.0 INSTRUCTIONS

- If the space provided is insufficient to respond to the question, please provide additional information on a separate page, clearly marked as to the subject question, and attach to the application form
- Please attach financial quotes, drawings or other required information as appropriate
- We recommend that the applicant keep a copy of the application form for your own records
- To ensure that the application is readable, please fill out online or print in ink
- Please ensure that the application has been signed by the property owner or authorized agent

1.1 APPLICANT AND PROPERTY INFORMATION

1.1.1 REGISTERED PROPERTY OWNER

Name:	PHON IM				
If Corporation, Signing Officer to contact:					
Mailing Address:	31 DAVID DR				
City:	ST. THOMAS	Province:	ONT	Postal Code:	N5R-5L4
Telephone:	226-377-3531	Facsimile:		Email:	BOUN.IMMY@GMAIL.COM

1.1.2 AUTHORIZED AGENT (IF ANY: SEE SECTION 4.3)

Name:					
Mailing Address:					
City:		Province:		Postal Code:	
Telephone:		Facsimile:		Email:	

1.1.3 SUBJECT PROPERTY

Civic Address:	33 MARY ST W. ST. THOMAS. ON.
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Legal Description (Lot and Plan No., Assessment Roll No.):
PLAN LOT 37 PT LOT 6707. E/S MARY S/S SCOTT

Brief Description of Current Use:
CONSTRUCTION, DEMOLISHED AND REBUILD ON CURRENT LOCATION. WILL BE 4 UNITS.

SUBJECT PROPERTY CONTINUED (1.1.3)

Are property taxes for the subject property in arrears? Yes No

Are there any outstanding orders registered against the subject property? Yes No

Are there any outstanding violations under the Fire Code? Yes No

Have grants previously been received from the City for subject property? Yes No

Please describe including total amounts of grants:

[Empty text box for describing grants]

Estimated Current Market Value of Property: \$ 134,000

Please indicate source of estimate: CITY OF ST. THOMAS

1.2 AUTHORIZATION

If this application is to be signed by an agent or solicitor on behalf of the property owner/s, complete this section. This section should be signed by the property owners/or if held by a corporation, by a signing officer (name and position) of the corporation.

I hereby authorize PHON IM as agent, to act on my behalf in regard to the above application. I acknowledge that the authorized agent is to receive all correspondence and information pertaining to this application on my behalf.

Dated at ST. THOMAS this 13 day of APRIL

Signature of Owner/s [Signature]

Signature of Witness _____

(Print Name), _____ a duly authorized Commissioner of Oaths

1.3 APPLICANT AGREEMENT

I/We hereby certify that the information given herein is true, correct and complete in every respect and understand that the City reserves the right to verify any information contained herein. I/We agree to the terms and conditions of the programs for which the application is being made.

This section should be signed by the property owner/s, agent or if held by a corporation, by a signing officer (name and position) of the corporation.

Dated at ST. THOMAS this 13 day of APRIL

Signature of Owner/s [Signature]

Signature of Witness _____

(Print Name), _____ a duly authorized Commissioner of Oaths

1.4 PROGRAM CHECK LIST

Please place a check next to the programs that you are applying for:

- Heritage Tax Relief Program
- Heritage Design Program
- Planning & Building Fees Program
- Development Charges Program
- Parkland Dedication Exemption Program
- Residential Conversion, Rehabilitation and Intensification Program
- Façade Improvement Program
- Property Tax Increment Equivalent Grant Program

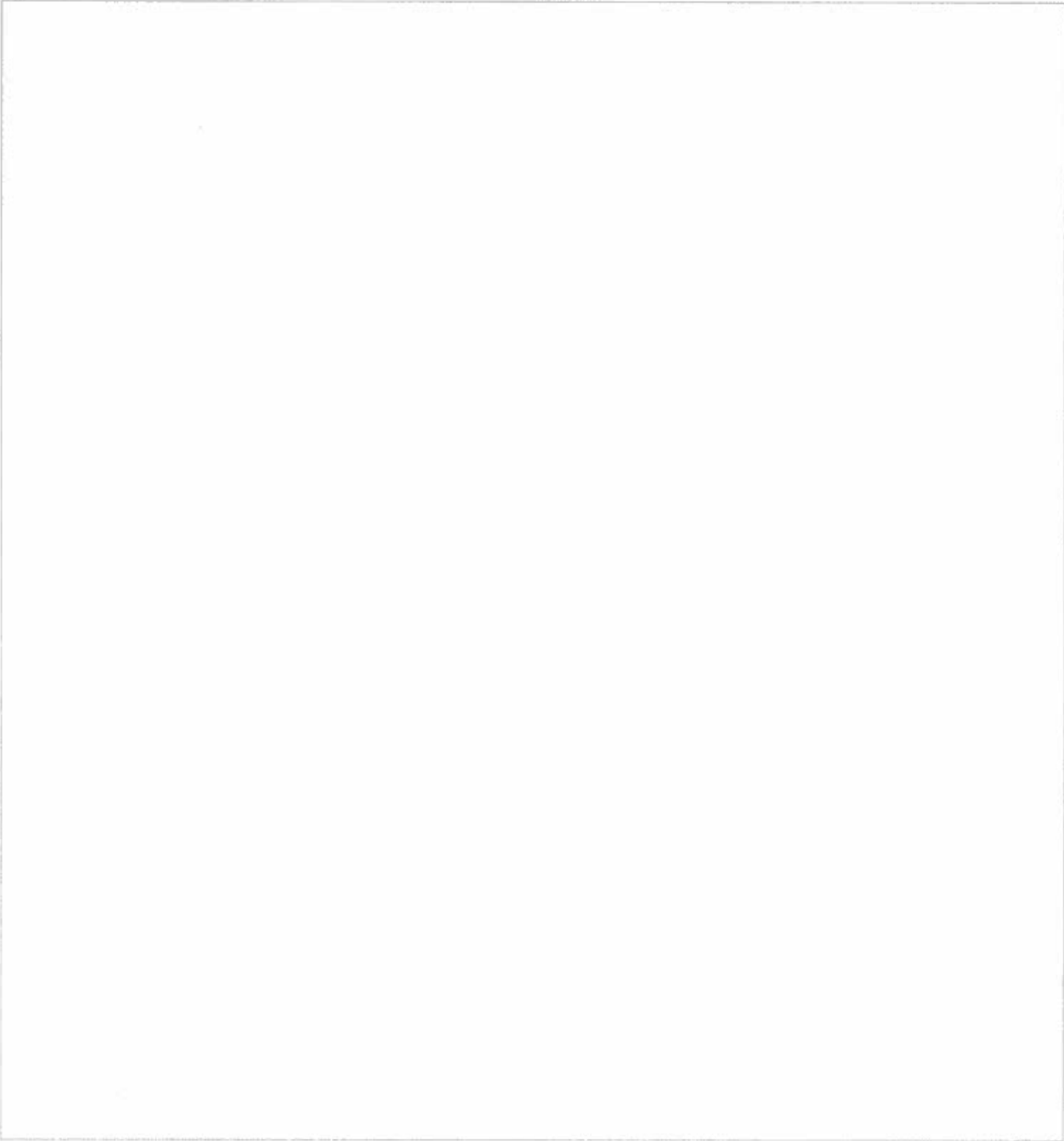
Fill out the following sections with regard to the programs you are applying for.

1.5 DESCRIPTION OF PROPOSED RESIDENTIAL IMPROVEMENT PROJECT (IF APPLYING FOR RESIDENTIAL IMPROVEMENT PROGRAMS)

- PROPERTY STANDARDS ORDER IN 2016 AND 2020
 - LOOSE AND MISSING SIDING ON BUILDING
 - EXPOSED UNTREATED WOOD
 - OPENINGS IN THE BUILDING
 - STRUCTURE IN SEVERE DISREPAIR
 - FEBRUARY 2021 THE BUILDING WAS DEMOLISHED
-
- THE CONDITION OF THE BUILDING INTERIOR BEFORE IT WAS DEMOLISHED
 - HVAC SYSTEM, AIR CONDITIONING/HEAT, PLUMBING, ELECTRIC, ... ARE TOO OLD CAN'T FIXED, NOT WORKING. AND THE BUILDING WAS NOT ACCESSIBLE
 - NOW THE BUILDING WILL BE ACCESSIBLE.

If additional space is required, please attach the additional information on a separate sheet.

1.6 PLEASE PROVIDE A DESCRIPTION OF FAÇADE IMPROVEMENTS (IF APPLYING FOR FAÇADE IMPROVEMENT PROGRAM) *Note: improvements must follow urban design guidelines as established by the Urban Design Study.*



If additional space is required, please attach the additional information on a separate sheet.

1.7 GENERAL APPLICATION QUESTIONS

1. Is your property a designated heritage building? Yes No
2. Is your property listed by the local Municipal Heritage Committee as a building of historic or architectural value? Yes No
3. What is the current status of the building?
 Vacant
 Occupied
 Underutilized

If other, please explain:

CONSTRUCTION

4. Are you converting and/or rehabilitating this space? Yes No
- If yes: a) are you creating new residential units? Yes No
- b) are you rehabilitating vacant residential units? Yes No
- c) are you bringing occupied residential units up to code? Yes No
5. Are you intensifying and/or redeveloping this space? Yes No
- If yes: a) are you creating new residential units through the addition of new building space? Yes No
- b) are you demolishing existing building(s) to create a new building with new residential units? Yes No

How many residential units are being added?

4 UNITS

6. Are you adding commercial space? Yes No

If yes, please provide the square footage

7. Please specify the financial incentives you are interested in if applying for the following programs:

a) Residential Conversion, Rehabilitation and Intensification Program

Grant Loan Both

b) Façade Improvement Program

Grant Loan Both

FINANCIAL INCENTIVE PROGRAMS

8. If you are applying for the Façade Improvement Program, please specify what part of the building you are making improvements on? (Note: Side and rear façade improvements are eligible only if the public view of the building is significant)

Front Façade
Side Façade
Rear Façade

9. Is your property located in one of the CIP Areas? Yes No

If yes, please specify area. MARY ST W / SCOTT ST. PRIMARY DOWNTOWN

10. Estimated Total Construction Cost for the Residential project: \$158,750.00 UNIT. * total cost \$635,000
11. Estimated Total Construction Cost for Façade Improvement: \$
12. Estimated Total Design and Other Professional Costs: \$5000.00

(Note: You will be given estimates for funding on grants and loans based on the above estimates. The final calculations of grants and loans will be based on the Building Permit Value for Construction costs and actual receipts for Design and Professional costs).

13. Have you made an application for a Building Permit pertaining to the work proposed? Yes No

previous building



previous building



Current



Current



**ACCURATUS**
DESIGN & BUILD INC.

**NO
CLIMBING**

NO
CLIMBING

