



THE CORPORATION OF THE CITY OF ST. THOMAS

COMMUNITY IMPROVEMENT PROGRAM EVALUATION COMMITTEE

November 23, 2021

9:00 A.M.

ZOOM MEETING

1. Disclosure of Interest
2. Confirmation of Minutes: November 2, 2021
3. New Project Application
 - 571 Talbot Street
4. Unfinished Business
 - 15 Flora Street
5. Adjournment

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

ZOOM

November 2, 2021

The meeting convened at 9:05 a.m. with Joan Rymal, designate Chair, presiding.

ATTENDANCE

Members

Harrison Cole, MHC
Councillor Jim Herbert
Councillor Joan Rymal
Russell Schnurr, DDB
Susan Boldt, DDB
Steven McLarty-Payson, MHC

Officials

Crystal Penney, Planning & Building Services Coordinator

DISCLOSURES OF INTEREST

Nil.

MINUTES

Moved by Russell Schnurr – Councillor Herbert:

THAT: The minutes of the meeting held on August 31, 2021 be confirmed.

Carried.

PROJECT APPLICATIONS

15 Flora Street – Prespa Sales & Rentals Limited

Ms. Penney advised the committee that the property is located within the Downtown and the Primary CIPA. She added that the owner is applying for the grant under the Residential Program as well as the Development Charge Grant, Parkland Dedication Grant, Planning and Building Fees Grant and Heritage Design Grant. She noted that upon approval of the application, the owner would qualify for \$60,000, which is the maximum amount per project.

Ms. Penney advised that while the property is not within the Heritage Conservation District, it is abutting the boundary and that during the site plan approval process a Heritage Impact Statement was prepared and revisions were made to improve the façade.

Mr. Schnurr had concerns with the façade and recommended it be revised to fit more with the Downtown. He added that the public parkette is one of very few in the downtown and this is a predominant part on Talbot and would like to see more windows on the side fronting on the parkette. Mr. Schnurr advised that at the time of the site plan submission, the Heritage Committee made recommendations and he would like the owner to review these again and make improvements prior to the committee considering this application for approval.

The committee agreed they would like to see more added to improve the façade to better fit with the downtown. Some suggestions were to add more windows to the south facing the parkette, push the balconies out to create views from the south and west side, the use of different building materials and a flat roof to fit with buildings nearby.

The committee passed a motion to defer any decision until revisions are made to improve the façade.

ADJOURNMENT

Moved by Harrison Cole - Steven McLarty-Payson:

THAT: The meeting be adjourned at 9:30 am

Carried.

CONFIRMED _____ CHAIR

**FINANCIAL INCENTIVES PROGRAM
ST. THOMAS COMMUNITY IMPROVEMENT PLAN
APPLICATION FORM**

OFFICE USE: Date Application Received: <u>NOV 08 2021</u> File Number: <u>2021-118</u>

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 attached 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 and commissioned.

OWNER/APPLICANT

1. Property Owner
 Name: Harrison Cole
 Address: 18-1 Morrison Drive
 Postal Code: N5R 4S6 Phone: 519-852-0941 Fax: _____
 Email: hcole@colemunro.com

2. Agent/Applicant
 Name: _____
 Company: _____
 Address: _____
 Postal Code: _____ Phone: _____ Fax: _____
 Email: _____

Who is the primary contact?

- Registered Owner Applicant/Agent

*Note: Unless otherwise requested all communications will be sent to the Applicant.

*Please indicate the method of communication you would like to be contacted by.

- Phone Email Fax Mail

SUBJECT PROPERTY

1. Municipal Address:
571 Talbot Street

St Thomas, ON N5P 1C5

2. Legal Description:

PLAN 182 LOT 14

3. Brief Description of Current Use:
Mixed use commercial building with residential on second floor.

- 4. Are property taxes for the subject property in arrears? Yes No
- 5. Are there any outstanding orders registered against the subject property? Yes No
- 6. Are there any outstanding violations under the Fire Code? Yes No
- 7. Have grants previously been received from the City for the subject property? Yes No

If yes, please describe, including total amounts of grants:

PROGRAM CHECKLIST

Please place a check next to the program(s) that you are applying for:

- Heritage Design Grant Program
- Heritage Façade and Building Improvement Program
- Residential Program
- Development Charge Grant Program
- Tax Increment Grant Program
- Parkland Dedication Grant Program
- Planning and Building Fees Grant Program
- Heritage Tax Relief Grant Program
- Environmental Site Assessment Grant Program

Please fill out the following sections with regards to the program(s) you are applying for. If additional space is required, please attach the information on a separate sheet.

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

Conversion of excess 2nd floor office space at rear of building to a new residential unit. Plus full cosmetic gut and renovation of existing Talbot street facing 2nd floor residential unit.

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. Is your property located within the Downtown St. Thomas Heritage Conservation District? Yes No

4. What is the current status of the building? Vacant
 Occupied
 Underutilized

If other, please explain: _____

5. 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

6. 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?

7. Are you adding commercial space? Yes No

If yes, please provide the square footage

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

a) Residential Program

Grant Loan Both

b) Façade Improvement Program

Grant Loan Both

9. 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 Facade

10. Please specify what CIP area your property is located within.

Downtown/ Talbot CIP Area

11. Estimated total construction cost for the residential project:

175,000

12. Estimated total construction cost for the façade improvement:

13. Estimated total design and other profession costs:

10,000

(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.)

14. Have you made an application for a Building Permit pertaining to the work being proposed?

Yes No

AUTHORIZATION OF OWNER

If the applicant is not the owner of the subject lands, please complete the owner authorization concerning personal information as set out below.

I, _____, am the owner of the subject lands, and I authorize _____, to act on our behalf as the agent for the submissions required for all matters relating to the subject lands, and to provide any of my personal information that will be included in this application or collected during the planning process.

Date

Signature of Owner

AFFIDAVIT OR SWORN DECLARATION

I, Harrison Cole of St. Thomas in the province of ON,
name of applicant City

make oath and say (or solemnly declare) that the information provided by the applicant in this application is accurate, and that the information contained in the documents that accompany this application is accurate.

Sworn (or declared) before me at the St. Thomas on this 11 day of _____, 2021.
City Day Month Year

Signature of Owner or Authorized Agent

Date

Signature of Commissioner of Oaths, etc.

Date