



## Community Improvement Plan Application Form

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The Town of Tillsonburg is pleased to offer a comprehensive Community Improvement Plan (CIP). The CIP provides a means of planning and financing development activities that assist in the redevelopment of lands, buildings and infrastructure through various financial incentives.

In order to ensure the application for the Community Improvement Plan is complete, please refer to the checklist below.

### **Mandatory Requirements**

- ☐ Completed application with relevant signatures
- ☐ Applicant's and owner's full name and contact information
- ☐ Cost estimates from two (2) contactors
- ☐ Project name and municipal address and legal description (Lot and Plan number)

### **Additional Requirements (if required)**

- ☐ Building plans
  - ☐ Include elevations
  - ☐ Site renderings
  - ☐ Site plans
- ☐ Environmental Site Assessment
  - ☐ Reports and Record of Site Condition
- ☐ Copy of business plan
- ☐ Copy of financial statements
- ☐ Engineering reports and related drawings
- ☐ Cultural built or natural heritage studies and reports
- ☐ Feasibility study
- ☐ Description of business
- ☐ Background on ownership and/or partners

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For Community Improvement Programs, please forward the completed application to the Development Commissioner at the Town of Tillsonburg's Economic Development & Marketing Department.

A separate application is required for the Façade Improvement Programs. The Façade Improvement application can be requested from the Development Technician at the Town of Tillsonburg Building, Planning and Bylaw Department.

Economic Development and Marketing  
Town of Tillsonburg  
200 Broadway, Suite 204  
Tillsonburg, Ontario N4G 5A7  
Telephone: 519-688-3009 x3250  
Fax: 519-842-9431

<b>Registered Owner:</b>  Name: <u>Timothy McKillican</u>  Business Name: <u>Oxford Lofts Inc.</u>  Address: <u>61 Flanders Dr., Waterdown, ON</u>  Postal Code: <u>L8B 0G6</u>  Home Phone: _____  Work Phone: <u>416-580-0775</u>  Email Address: <u>timckillican@gmail.com</u>  Fax Number: _____	<b>Applicant:</b> <i>(If different from registered owner)</i>  Name: <u>Andrew Teeple</u>  Business Name: <u>Athon Construction and Development</u>  Address: <u>164 Herbert St, Waterloo, ON</u>  Postal Code: <u>N2J 1T4</u>  Home Phone: _____  Work Phone: <u>519-900-5455</u>  Email Address: <u>andrew@athon.ca</u>  Fax Number: <u>1-888-732-7207</u>
<b>Property Description:</b> Address: <u>75 - 83 Rolph Street, Tillsonburg, Ontario</u> Building to be redeveloped: <u>Existing Former Public School</u>	

<b>Current Use of the Property?</b>
The area is an unused ~50,000 sqft former public school.
<b>Future Use of the Property?</b>
Residential units
<b>Description of the Proposed Redevelopment</b>
The proposal is to update an existing CIP approval to acknowledge the building will be redeveloped under a new owner (Oxford Lofts Inc.) with a final design of 47 residential units (1 of which is a guest suite) and will likely be held legally as condo titled units. We will be keeping the patios with BBQ areas, pet area, reading garden, wheel chair ramp, elevator and other accessibility upgrades. We are also planning to add a small fitness room, community gardening area, and a resident guest suite / games room. Further, we are redesigning to maintain the heritage entrance, incorporate historical features, and preserve the existing building façade as a heritage feature in accordance with the previously approved plans, but with possible reductions in the street facing air conditioning units.
<b>Cost of Proposed Repairs (please provide two (2) contractor's estimates. If it is not possible to provide two estimates, please explain why.)</b>
Confidential Summary Attached

**Type of Investment Requested:**

Please Choose	Program	Eligibility Criteria
<input checked="" type="checkbox"/>	Accessibility Renovation Grant	<p>The grant, of up to \$3000 in 50/50 matching funds is intended to assist owners or tenants, particularly older buildings in the central area, with accessibility improvements to improve the accessibility of the central area and commercial buildings throughout the Town. Grant can be used for the following types of projects:</p> <ul style="list-style-type: none"> <li>• Power assist door operators</li> <li>• Renovation of building entrances</li> <li>• Upgrading of doors</li> <li>• Installation of ramps</li> <li>• Installation of elevating devices</li> <li>• Renovations to create accessible washrooms</li> </ul>
<input type="checkbox"/>	Façade Improvement Grant: Street Facing	A grant for exterior renovations within the central area. Improvements may consist of repairs to facades, including signage, lighting, entrances and display windows. Interior renovations will not be eligible.

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		<ul style="list-style-type: none"> <li>• 50/50 Matching Funds</li> <li>• Maximum of \$10,000 per façade</li> <li>• Commercial properties in the central area are eligible</li> <li>• Other commercial properties outside of the central area may be eligible at prominent locations. These projects will not be eligible for the matching BIA funds.</li> <li>• Project shall conform with the design principles contained within the Town's central area design study.</li> </ul> <p><b><i>A separate application from the Building department is needed.</i></b></p>
<input type="checkbox"/>	Façade Improvement Grant: Alleyway	<p>Grant for alleyway building façade improvements for properties in the central area.</p> <ul style="list-style-type: none"> <li>• 50/50 Matching Funds</li> <li>• Maximum of \$10,000 per project.</li> <li>• Commercial properties in the central area are eligible</li> <li>• Projects that meet energy conservation and efficiency goals shall be given a higher score.</li> </ul> <p><b><i>A separate application from the Building department is needed.</i></b></p>
<input checked="" type="checkbox"/>	Tax Increment Equivalent Grant Back Program	<p>Grant to rebate increases of Town portion of property taxes resulting from improvements of lands and buildings, for properties in the central area. Projects must meet the following criteria:</p> <ul style="list-style-type: none"> <li>• An increase in the assessed value of the property</li> <li>• Supporting Town objectives of increased density, retail, business services and industrial diversity.</li> <li>• Conform to the principles of the Town's Central Area Design Study (where applicable)</li> <li>• Additional criteria of having front of building comprised of 75% glass, brick or stone. Preference will be given to projects that use the heritage yellow brick evidenced throughout the downtown.</li> <li>• Projects that meet energy conservation and efficiency goals shall be given a higher score.</li> <li>• Projects that meet water conservation and re-use goals shall also be given a higher score.</li> </ul>
<input type="checkbox"/>	Architectural Design Grant	<p>Grant to offset cost of retaining professionals to provide acceptable design(s), in accordance with the Central Area Design Study for eligible properties in the central area.</p>

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		<ul style="list-style-type: none"> <li>• 50/50 matching funds</li> <li>• Maximum of \$2500 per project</li> <li>• Commercial properties in the central area are eligible</li> </ul>
<input type="checkbox"/>	Brownfield Redevelopment Incentive	<p>Grant to cover up to 50% of the cost of a Phase II Environmental Site Assessment, designated substances and hazardous materials survey, remedial work plan or site assessment.</p> <ul style="list-style-type: none"> <li>• 50/50 matching funds</li> <li>• Maximum of \$5000 per project</li> <li>• Applicant must provide a copy of the ESA</li> </ul>
<input type="checkbox"/>	Legal and Registration Grant	<p>Grant to reimburse legal costs and costs associated with the registration of agreements associated with the above programs.</p> <ul style="list-style-type: none"> <li>• This may take the form of Town staff registering applicable agreements on title, or a grant to a maximum of \$200 to reimburse legal costs of having a solicitor register the applicable agreements on title.</li> </ul>
<input checked="" type="checkbox"/>	Permit Fee Grant Back Program	<p>Grant to rebate the cost of fees for Building Permits for commercial and industrial properties in the CIP area. Commercial Properties outside of the central area are not eligible for building permit grants.</p> <p><b>Industrial – Small</b></p> <ul style="list-style-type: none"> <li>• Minimum project value of \$150,000 and maximum project value of \$500,000</li> <li>• Grant of 100% of the applicable building permit fees offered as a rebate once completed.</li> </ul> <p><b>Industrial – Large</b></p> <ul style="list-style-type: none"> <li>• Grant of 50% of the applicable building permit fees offered as a rebate once completed.</li> </ul> <p><b>Commercial (Central Area)</b></p> <ul style="list-style-type: none"> <li>• Minimum project value of \$150,000</li> <li>• Grant of the building permit fee will be offered as follows: <ul style="list-style-type: none"> <li>○ 25% rebate – General renovations</li> <li>○ 50% rebate – Projects that will improve the overall attractiveness of the streetscape.</li> <li>○ 75% rebate – Projects that meet above criteria and provide exemplary attention to detail and a high level of design.</li> </ul> </li> </ul>

<b>How will the proposed redevelopment fit in with or improve the existing streetscape?</b>
We are preserving the existing building façade as a heritage feature in accordance with the previously approved plans, but with possible reductions in the street facing air conditioning units and redesigning to maintain the street facing heritage entrance. Great expense will be going into the exemplary design and execution of this project to maintain its heritage while bringing the building back to life for its next 100 years in the community.
<b>What is the proposed timeline (start date and completion date)?</b>
2019 - 2020
<b>Please attach any original drawings or photos of the property along with any drawing showing the proposed redevelopment.</b>
Not Applicable - Updating an Existing Approval

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*The Town of Tillsonburg is subject to Ontario Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and other privacy legislation.*

*Applicants should be aware that personal and other information contained in this application are subject to Municipal Freedom of Information and Protection of Privacy Act and may be deemed releasable under this legislation, and that the anonymity or confidentiality of the applicant and any information contained within the application cannot be guaranteed.*

*The Government of Ontario maintains a website with free access to Municipal Freedom of Information and Protection of Privacy Act and other legislation on their e-laws website.*

*The applicant also consents to the use of his or her name, business name and business address in connection with any program funding announcements.*

Date: April 15, 19 Signature of Registered Owner: 

Date: April 15, 19 Signature of Applicant: 

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## For Office Use Only:

Current Assessment: \_\_\_\_\_

Building Permit Calculation: \_\_\_\_\_

Development Charges Calculation: \_\_\_\_\_

## **Strategic Development Opportunities**

The proposed project has the same strategic benefits as the former applicant but with several improvements, namely:

- 1 - There have been additional Barrier Free accessible units created with ground level private entrances for a total of 8.
- 2 - More units have been created within the envelope for a total of 47 and with more legal bedrooms.
- 3 - The building will be designed more energy efficient with the *Savings by Design* program with Union Gas and Sustainable Buildings Canada through leading edge energy modelling and design input on mechanical systems and building envelope considerations.
- 4 - The units will have individual heating and cooling that meets or exceeds the existing proposal but that also provide residents with control over their energy consumption and costs.
- 4 - The new design attempts to preserve and enhance the heritage facade beyond the previous application as noted previously.

## **Previous Owners Application (for reference):**

### Strategic Properties of this Development

Oxford County has one of the lowest vacancy rates in the provinces.

The project is going to market to tenants over 50 which is a product in high demand in Tillsonburg.

This project puts 43 residential units in the downtown core. This intensification and density has been identified as a strategic initiative by the province, county and the municipality.

The front façade has a heritage designation. The design has accommodated this guideline and has the full endorsement of the Heritage and Beautification committee through a motion presented to municipal council.

There are very limited feasible future uses once a school is closed. This conversion ensures the long-term viability of the structure and ensures the property does not become derelict creating an eyesore and safety concern for the neighbourhood and the community.

The building consists of 7 fully accessible units and a non-required elevator to the other floors in the building. This fills a much-needed type of unit in the downtown core, town and county and goes beyond current standards.

### Energy Efficiency

All the lighting on the property will be LED.

The heating systems will be hot water condensing boilers the most efficient products on the market.

Originally the scope included separate hydro services for each unit which is more desirable for a landlord. The engineer noted that it would be much more energy efficient to cool the building using a central chiller than individual condensing air conditioning units. We made this change to ensure the cooling system of the building was more energy efficient.

All the new areas to be insulated including the roof in the attic will meet or exceed the new provincial standards which is much better than existing.