

## **Schedule 4**

Industrial Lands Community Improvement Plan Program Guidelines

## **Industrial Corridor Enhancement Grant**

### **Purpose**

- This program provides an incentive program to enhance the public realm of industrial lands directly abutting the highway. Enhancement will be through incentives to invest in public realm improvements to landscaping, screening and public art;
- This program supports the creation of a unified brand and comprehensive identity for the City of London along the Highway 401/402 Investment Corridor, in alignment with the Industrial Land Development Strategy.

### **Description/Funding**

- This program provides a financial incentive to promote improved landscaping (including tree planting), fencing, berming, screening and public art in the development, redevelopment, rehabilitation and/or adaptive reuse of buildings for industrial use;
- This program provides a grant equal to 50% of the cost of eligible landscaping, fencing, berming, screening and public art on industrial properties that sufficiently improves the aesthetics of industrial sites, and/or provides effective screening of outside storage areas so as to mitigate the visual impact of said industrial uses;
- This program applies to industrial properties where development, redevelopment, rehabilitation and adaptive reuse is taking place;
- The maximum grant per property is \$20,000, with a maximum of one application per property;
- The City of London funding for this program is not to exceed \$40,000 per year, subject to approval of annual City budget.

### **Area of Application**

- This program applies to all industrial land uses within the Urban Growth Boundary that directly abuts Highway 401 and Highway 402.

### **Definitions**

**"Adaptive Re-use"** means the physical process undertaken (including constructed improvements) to convert a non-industrial building on previously developed land into an industrial building.

**"Applicant"** means a registered owner or assessed owner of lands and buildings within the Community Improvement Project Area, and any person to whom a registered owner or assessed owner of lands and buildings within the Community Improvement Project Area has assigned the right to receive a grant or loan. Applicants may also be referred to as "owners", "building owners" or "property owners".

**"Community Improvement"**, unless otherwise specified, is as defined in accordance with its definition under Section 28 of the *Planning Act*.

**"Community Improvement Plan"** (CIP), unless otherwise specified, is as defined in accordance with its meaning under Section 28 of the *Planning Act*.

**"Community Improvement Project Area"** (CIPA), unless otherwise specified, is as defined in accordance with its meaning under Section 28 of the *Planning Act*.

**"Development"** means the construction of a new industrial building on previously undeveloped land.

**"Industrial Building"** is a building used for:

- a) Manufacturing, producing, fabricating, assembling, compounding or processing of raw materials, goods, component parts or ingredients where the physical condition of such materials, goods, parts or components are altered to produce a finished or semi-finished

tangible product, or the packaging, crating, bottling, of semi-processed goods or materials, but not including any of these activities where they primarily serve retail purposes to the general public;

- b) Storing or distributing something derived from the activities mentioned in a) above and for greater certainty, shall include the operation of a truck terminal, warehouse or depot and does not include self-storage warehousing for use by the general public or retail sales associated with the goods stored or distributed, or accessory storage of a commercial building;
- c) Research or development in connection with activities mentioned in a) above;
- d) Retail sales of goods produced by activities mentioned in section a) at the site where the manufacturing, producing or processing from raw materials or semi-processed goods takes place and for greater certainty, includes the sale of goods or commodities to the general public where such sales are accessory or secondary to the industrial use, and does not include the sale of goods or commodities to the general public through a warehouse club;
- e) Office or administrative purposes, if they are carried out:
  - a) with respect to the activity mentioned in section a), and
  - b) in or attached to the building or structure used for activities mentioned in section a) and
  - c) for greater certainty, shall include an office building located on the same property as, and used solely to support, the activities mentioned in section a);
- f) A business that stores and processes data for retrieval, license or sale to end users and are on lands zoned for industrial uses; or
- g) Businesses that develop computer software or hardware for license or sale to end users that are on lands zoned for industrial uses.

**"Public Art"**, unless otherwise specified, is defined in accordance with the City of London Public Art Policy and Program.

**"Redevelopment"** means the construction of a new industrial building and/or the expansion of or addition to an existing industrial building on previously developed land.

**"Rehabilitation"** means the physical process undertaken (including constructed improvements) to an existing industrial building on previously developed land to return the building to a usable state.

**"Urban Growth Boundary"** means the area referred to and shown in the City's Official Plan as the "Urban Growth Area" or "Urban Growth Boundary".

#### General Program Requirements

Applicants are eligible to apply for funding under this program, subject to meeting the general program requirements of the Industrial Lands Community Improvement Plan and the following program requirements, subject to availability of funding as approved by Council:

1. An application for the Industrial Corridor Enhancement Grant program contained in this CIP:
  - a. Can be made only for the following eligible costs under the grant program: material and labour costs of landscaping (including tree planting), fencing, berming, screening and public art that conforms to applicable City urban design guidelines, Public Art Policy and any other applicable City guidelines;
  - b. Must be submitted to and approved by the City (Planning Services) prior to the commencement of any works to which the incentive program will apply; and
  - c. Must include plans, drawings, studies, reports, urban design briefs, cost and other studies, details and information as required by the City to satisfy the City with

respect to project eligibility, design, performance and conformity with the CIP.

2. The Industrial Corridor Enhancement Grant is considered active if Council has approved implementation of the program, and Council has approved a budget allocation for the program;
3. The City is not responsible for any costs incurred by an applicant in relation to any of the program(s), including without limitation, costs incurred in anticipation of a grant;
4. If the applicant is in default of any of the general or program specific requirements, or any other requirements of the City, the approved grant may be delayed, reduced or canceled, and the applicant may be required to repay part or all of the approved grant;
5. The City may discontinue the Industrial Corridor Enhancement Grant Program at any time, but applicants with approved grants will still receive said grant, subject to meeting the general and program specific requirements;
6. Proposed land uses must be in conformity with the Official Plan, Zoning By-law and other planning requirements and approvals;
7. Site Plan approval shall be required for all properties, regardless of participation in the incentive programs offered through the Industrial Corridor Enhancement Grant Program;
8. If part or all of a building(s) in a project approved for a Corridor Enhancement grant is converted to a non-industrial use at any time after project completion, but prior to the cessation of grant payments, the City may require a change of use permit, with associated costs to be paid by the applicant;
9. All proposed works approved under the incentive programs shall conform to provincial laws and City guidelines, by-laws, policies, procedures, and standards;
10. All works completed must comply with the description of the works as provided in the application form and contained in the grant agreement, with any amendments as approved by the City;
11. All construction and improvements made to buildings and/or land shall be made pursuant to a Building Permit, and/or other required permits, and constructed in accordance with the Ontario Building Code and all applicable zoning requirements and planning approvals;
12. Where required by the City, outstanding work orders, and/or orders or requests to comply, and/or other charges from the City must be satisfactorily addressed prior to grant approval or payment;
13. Property taxes must be in good standing throughout the time of program application and approval;
14. City staff, officials, and/or agents may inspect any property that is the subject of an application for incentive program(s) offered by the City;
15. Eligible applicants may apply for one or more of the implemented incentive programs that are contained in the Industrial Lands CIP and/or other applicable CIPs; however, in order to avoid use of two or more incentive programs to pay for the same eligible cost, if an applicant is eligible to apply for the same program under this CIP and any other applicable CIP, the applicant can only apply under one CIP for incentives to pay for the eligible works described the Corridor Enhancement Grant;
16. The total of all grants, loans and tax assistance provided in respect of the particular lands and buildings for which an applicant is making application under the programs contained in this CIP and any other applicable CIPs shall not exceed the eligible costs of the improvements to those particular lands and buildings under all applicable CIPs;
17. The applicant(s) must be the registered property owner(s) for the subject lands;

18. Separate applications must be made for each discreet property under consideration for the Industrial Corridor Enhancement Grant program;
19. Corridor Enhancement grants will not be given retroactively to recognize projects that have begun without application to this program. To be eligible for this program a complete application must be received prior to any works being done which relate to the associated building permit application.

### General Procedure and Administration

- An application for funding under the Industrial Corridor Enhancement Grant program must be submitted to Planning Services coincident with or prior to the Site Plan application;
- Applicants should contact Planning Services to obtain the application form and to confirm what information must be provided with the application to ensure its completeness;
- As a condition of application approval, the applicant shall be required to enter into a Grant Agreement with the City. This Agreement will specify the terms and provisions of the incentive to be provided;
- At time of the grant application, the value of proposed works eligible under the Corridor Enhancement Grant program will be calculated during the Site Plan application. Fifty percent (50%) of the total dollar value calculated, up to a maximum of \$20,000 will be the total Industrial Corridor Enhancement Grant available for the given project;
- The administrative process by City of London Staff will ensure the following:
  - i) Through the application review process, the Financial Planning and Policy Division will be advised of the value of the proposed works eligible under the Corridor Enhancement Grant program;
  - ii) A Grant Agreement will be entered into that identifies the value of the works and terms of the incentive;
  - iii) The applicant will undertake the works identified in the Grant Agreement; and
  - iv) Upon completion of the eligible works, an administrative process will ensure a grant rebate is provided to the applicant for the agreed-upon monetary value.

### Grant Agreement

- Participating property owners in the Industrial Corridor Enhancement Grant program shall be required to enter into an agreement with the City.
- This agreement shall include but is not limited to, identification of the dollar value of the grant and confirmation of applicant's agreement with the administrative process.
- The agreement is intended to encapsulate all of the terms and conditions included in these Incentive Program Guidelines.

### Discontinuation of Program

Council may periodically review the Industrial Corridor Enhancement Grant program to determine if the program should continue, be modified, or cease to issue new commitments.

### Monitoring Program

The Monitoring Program set out in this section has several purposes. It is designed to:

- a) Monitor funds disbursed through the CIP incentive programs by program type to determine how the programs are being utilized, and allow City staff to properly budget for the incentive programs;
- b) Receive and monitor feedback from applicants to the incentive programs so that adjustments can be made to the incentive programs, as required;
- c) Monitor the economic performance and impacts such as investment and new employment (total and by target sector) associated with projects taking advantage of the CIP incentive

programs;

- d) Monitor the planning, urban design and sustainability performance and impacts associated with projects taking advantage of the CIP incentive programs;
- e) Allow for comprehensive reporting of monitoring results to Council.

This CIP is not intended to be a static planning document. It is intended to be a proactive plan to rehabilitate, revitalize, diversify and strengthen the economy in London by promoting strategic industrial land development. Information collected through the Monitoring Program should be utilized by staff to provide regular reports to Council on the amount of private sector investment being leveraged by the municipal incentive programs and the economic and other benefits associated with these private sector projects.

Furthermore, information obtained through the Monitoring Program should be used to periodically adjust the terms and administration of the incentive programs to make them even more relevant, effective and user friendly.

Description

Monitoring of the uptake and performance of the incentive programs should be done on a regular basis and these monitoring results reported to Council on an annual basis. Similarly, monitoring of progress on implementation of the Municipal Leadership Actions should be done regularly and reported to Council on an annual basis.

Table 1 presents a list of the data variables, including economic impacts, that should be collected and monitored on an individual project and aggregate basis for all projects taking advantage of the incentive programs contained in this CIP. In addition to these quantitative economic measures, City staff should also monitor:

- a) The planning, urban design and sustainability performance of projects taking advantage of the CIP incentive programs;
- b) Comments on the incentive programs and program administration received by staff from developers, property/business owners and other key opinion leaders in the real estate, development and design/build community; and,
- c) Qualitative results of the CIP in terms of the impact of the Municipal Leadership Actions.

These qualitative measures and comments should be regularly monitored and reported to Council along with the quantitative measures listed in Table 1.

**Table 1 – Monitoring Variables**

Program	Monitoring Variable
Industrial Corridor Enhancement Grant	<ul style="list-style-type: none"> <li>• Number of applications;</li> <li>• Amount of Grant(\$) by type of eligible expense (fencing, landscaping, berming/screening, public art);</li> <li>• Total Amount(\$) spent by applicant per eligible expense (fencing, landscaping, public art);</li> <li>• Number of trees planted;</li> <li>• Number and \$ amount of program defaults;</li> <li>• Number of eligible sites in Industrial areas along the Highway 401/402 corridor that have availed of the program;</li> <li>• Percentage of sites that have availed of the program along the gateway corridor.</li> </ul>

Program Adjustments

The individual incentive programs contained in this CIP can be activated, deactivated, reduced or discontinued without amendment to this Plan. Increases in funding provided by the financial incentives contained in this CIP, or the addition of any new incentive programs to this CIP, will require a formal amendment to this Plan in accordance with Section 28 of the *Planning Act*.

The City may periodically review and adjust the terms and conditions of any of the programs contained in this Plan, without amendment to the Plan. Such minor changes will be provided to the Minister of Municipal Affairs and Housing for information purposes only.