



Community Improvement Plan (CIP) Program 3 Checklist Affordable Rental Housing T.I.E.R – 100% Municipal Portion

If you are an applicant, please place a checkmark in the applicable boxes below.

Program 3 Criteria:

The property is within the eligible area (see Part 3, CIP) AND

Application is received in writing at the time of making an application(s) for a Planning or Building Permit approval AND

The applicant will provide the City with a copy of the reassessment of the property by M.P.A.C., photographs of the building/unit(s) showing the completed project, and other relevant drawings or documentation in support of the completed project, or as required by the City, in order to receive the rebate AND

The applicant will not file a property tax appeal while receiving the rebate under this program AND

Unit(s) created will be affordable rental unit(s) (see Section 4.2, CIP)

Additional Considerations

The T.I.E.R. financial incentive for a property is offered for a maximum of 10 years from the date of the re-assessment upon which the tax increment is calculated, as long as the units meet the criteria of affordable rental units.

For any mixed-use development, tax assistance is offered to the residential portion of the building only.

Although the municipal property taxes are rebated, they are not waived outright. Taxes are to be paid when due and will be reimbursed to approved applicants, to a maximum set by Council each year, upon the execution of required agreements, proof of substantial occupancy, and proof of affordability.

Any other taxes paid are not subject to the rebate.

Applicant/Agent Signature: _____

Date: _____



Specific Conditions for Incentives Related to the Provision of Affordable Housing Units

The C.I.P. programs which incentivize the development of affordable rental units have a specific set of conditions. These conditions help ensure that these units will remain affordable rather than turning over into “unaffordable” market rate housing stock, thereby returning long-term affordable housing benefits to the community.

In addition to the conditions outlined in Part C, the following conditions apply to applicants who apply for incentives related to the provision of affordable housing units (i.e., Programs 1, 2, and 3 in this C.I.P.)

- 1) With respect to incentives related to the provision of affordable rental housing, in order to receive the benefits eligible applicants will be required to enter into an agreement with the City made with the following considerations:
 - a) Every development which receives a benefit through the program(s) shall have units that meet the program’s Guideline on Affordable Rental Rates, as amended from time to time;
 - b) The agreement must be registered on title, and the cost of doing so is the applicant’s responsibility or property owner’s responsibility;
 - c) The agreement will be binding on the owner’s heirs, successors and assigns, as well as binding on a transferee if the property changes hands;
 - d) The housing provider must annually provide a statement to the City of Belleville Policy Planning & Approvals Planning section confirming that each unit remains affordable;
 - e) If the housing provider does not carry out its obligations under the agreement, the housing provider shall pay to the City the entire amount of benefits conveyed under the agreement, together with any applicable costs and interest;
 - f) The agreement will contain such other contractual provisions which are required to be inserted based on fundamental contractual drafting principles satisfactory to the City of Belleville; and,
 - g) Other reasonable requirements and conditions will be included in the agreement on a project-specific basis.

- 2) Each year the applicant is expected to provide unequivocal proof that each rental unit is provided in accordance with the definition of affordable rental unit in order to receive the rebate. This unequivocal proof may take the form of a signed lease agreement showing the name of the lessee and the affordable rental rate, along with copies of cleared cheques from the lessee proving that the rent paid



matches the affordable rental rate on the lease. If multiple affordable rental units are approved for the financial incentive, then unequivocal proof must be provided for each unit.

If you are the applicant:

I have read and acknowledged conditions 1-2 above.

Applicant/Agent Signature: _____

Date: _____