

BROWNFIELDS FEES GRANT PROGRAM GUIDE



1) Program Description

The purpose of the **Brownfields Fees Grant (BFG) Program** is to provide an additional incentive that complements and augments the other brownfield redevelopment programs in Welland and helps facilitate and spur adaptive re-use and new construction activity.

2) Who can apply?

Only current or previous owners of properties within the Brownfield Community Improvement Project Area who have been approved for and met all requirements of the Brownfields Tax Assistance (BTA) Program and/or the Brownfields Tax Increment Grant (BTIG) Program, including completion of the approved eligible works, construction of the proposed building project, and substantial building occupancy, may apply for this program.

The Brownfield Community Improvement Project Area includes all lands within the Urban Area of the City of Welland and the Northwest Planning and Servicing Study Area. The boundary of this area is shown as the Area Affected by Community Improvement Policies in the attached figure.

The City retains the right and absolute discretion to reject an application received from a person or corporation which in the opinion of the City or its professional advisers, does not possess the experience, financial, technical, personnel or other resources that may be required to carry out the obligations that the applicant proposes to assume under the terms of its application.

3) What types of planning application and building permit fees are eligible for a grant?

The BFG Program will provide a grant equal to:

- a) 100% of all planning application fees;
- b) 100% of the demolition permit fee; and,
- c) 100% of the building permit fee.

In order to avoid any confusion or double dipping between the BFG Program and the Planning and Fees Grant Program available under the City of Welland Downtown and Health and Wellness Cluster CIP, application can be made for only one of these programs.

This program does not apply to required professional studies, performance securities, or costs incurred by the applicant in relation to an appeal of any planning applications.

4) How does the BFG Program work?

The City will require payment of all applicable planning and demolition/building permit fees at the application stage. Upon final inspection of the completed and substantially occupied project, an application can be made for grant equal to the eligible planning and building permit fees paid to the City. In order to receive a grant of the eligible fees paid, the applicant must provide copies of receipts for fees paid.

5) What conditions must be met to be eligible for the BFG Program?

- Only current or previous owners of properties within the Brownfield Community Improvement Project Area who have been approved for and met all requirements of the BTA Program and/or the BTIG Program, including completion of the approved eligible works and construction of the proposed building project, may apply.

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- Applications must be made in writing (see attached Application Form) only after final inspection of the completed and substantially occupied project.
- Applications must be accompanied by receipts for all eligible fees paid.
- A record of site condition (RSC) must have been filed in the Environmental Site Registry under Section 168.4 of the *Environmental Protection Act* and the City must have been provided with a copy of this RSC, and proof that the RSC has been acknowledged by the Ministry of Environment (MOE);
- Property taxes must be in good standing at the time of application.
- The improvements made to buildings and/or land shall have been made pursuant to a building permit, and constructed in accordance with the Ontario Building Code and all applicable zoning requirements and approvals; and,
- Where other sources of government and/or non-profit organization funding (Federal, Provincial, Regional, Federation of Canadian Municipalities, etc...) are anticipated or have been secured to defray planning application and building permit fees, these must be declared as part of the BFG application. Accordingly, the grant amount may be reduced on a pro-rated basis.

6) Is there a fee to apply?

No.

7) How do I apply?

- a) Contact staff after project completion and substantial occupancy in order to determine program eligibility and applicable fees for the grant.
- b) Complete and submit an application form. Ensure that all required signatures have been provided and that the application is accompanied by all required receipts for eligible fees paid.

9) What happens next?

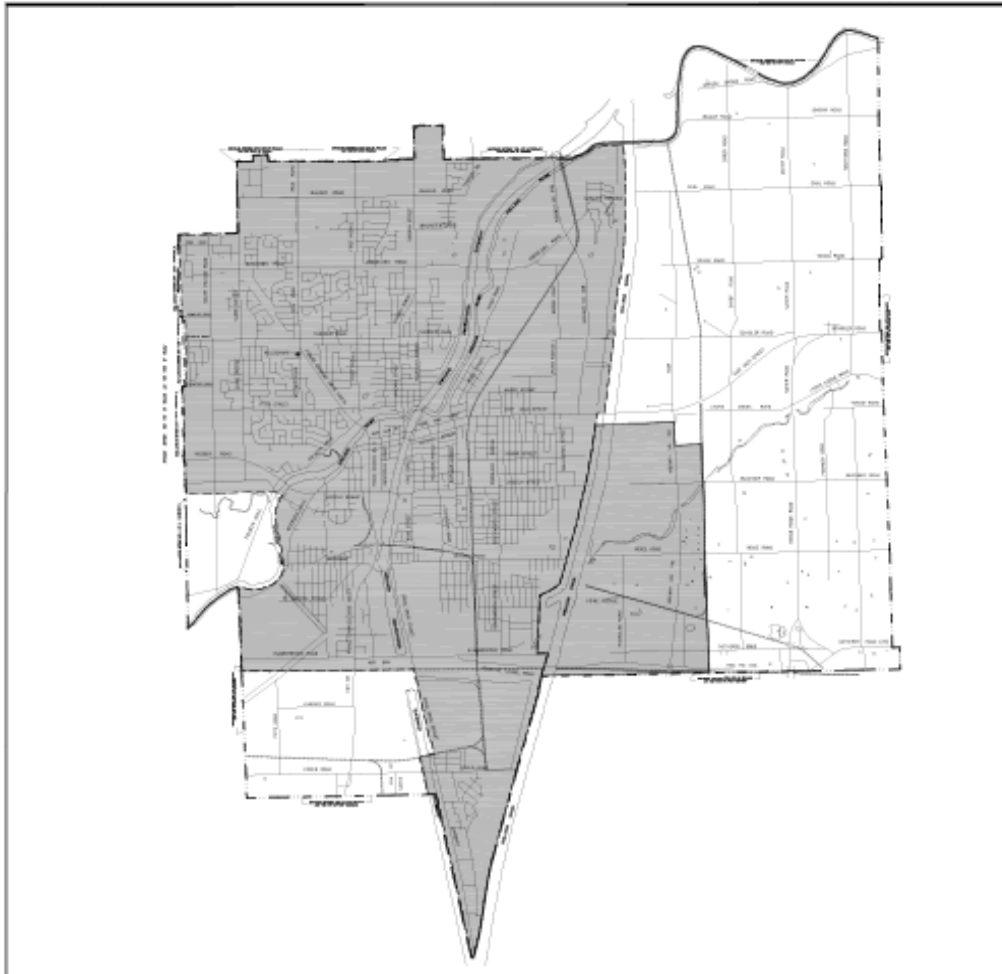
- Applications and supporting documentation are reviewed by staff to determine eligibility and the applicable fees for the grant amount.
- Staff may perform a site visit and inspection of the property (if necessary) to determine if the project is substantially complete and occupied.
- A decision on the application is made by staff and you will be notified of the decision in writing.
- If your application is approved, you will receive an approval letter specifying the amount of the grant and a cheque in the amount of the grant. If your application is not approved, you will receive a letter advising you of this.

For further information on this program, please contact Christine Rossetto, Planning Assistant, Integrated Services – Planning Division by phone at 905-735-1700 Extension 2258 or via e-mail at christine.rossetto@welland.ca

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SCHEDULE "A" - LAND USE PLAN



SCHEDULE "A" TO AMENDMENT NO. 120 TO THE OFFICIAL PLAN FOR THE WELLAND PLANNING AREA

LAND USE PLAN

NOTE: THIS SCHEDULE FORMS PART OF AMENDMENT NO.120
TO THE OFFICIAL PLAN FOR THE WELLAND PLANNING AREA
AND MUST BE READ IN CONJUNCTION WITH THE WRITTEN TEXT

**AREA AFFECTED BY
COMMUNITY IMPROVEMENT
POLICIES**



**CITY OF WELLAND
PLANNING AND DEVELOPMENT SERVICES
PLANNING DIVISION**

FILED: E:\OPR-SCHED\2008\community-improve-pol-amend120 Nov. 14, 2008