



INNOVATE NORTH

NORTH MIDDLESEX COMMUNITY IMPROVEMENT PLAN

2024 FINANCIAL INCENTIVES SUMMARY

Municipality of North Middlesex

SUMMARY OF GENERAL ELIGIBILITY CRITERIA

The following eligibility requirements apply to all CIP applications for grant funding, regardless of the program. Please note that the following list is meant as an overview and is not exhaustive.

- If applying for a grant, works must not begin until after the grant has been approved
- All proposed projects shall be consistent with the guiding principles and goals of the CIP
- If the applicant is not the owner of the lands, they must provide written the consent of the owner(s) to submit the application
- Applicants who are currently involved in active litigation with the Municipality are ineligible for financial incentives under this Plan
- Under no circumstances will the financial incentives issued under one or more programs in this plan exceed the total eligible costs of a project
- All other public sources of funding received and/or anticipated for the project must be disclosed
- Properties in tax arrears and/or having outstanding municipal bills (water, wastewater) are ineligible for funding
- Proposed works must conform to the County Official Plan, Municipal Official Plan, Municipal Zoning By-law, and any other applicable legislation or codes
- Properties having any issues with noncompliance, outstanding Work Orders (Fire, Building) and/or Zoning Orders are ineligible for financial incentives under this plan, unless otherwise noted
- Project works approved for incentive funding under the CIP must be carried out and completed in accordance with the approved project
- The project must conform to the eligibility requirements of the specific program



For full general and stream-specific eligibility requirements, please refer to Section 5 of the North Middlesex CIP. Scan the QR Code to view complete North Middlesex CIP on our website.

OVERVIEW OF APPLICATION PROCESS

The following steps provide a general overview of the application process for the incentive programs offered in the North Middlesex CIP.

- 2.1** Applicant pre-consults with Municipal Staff to discuss their project(s) and identify eligibility, review applicable programs, and receive preliminary feedback.
- 2.2** Applicant submits their application, including any required supporting information and materials identified at the pre-consultation.
- 2.3** CIP Coordinator reviews application for completeness. Applications which are deemed incomplete will be refused and returned to applicant.
- 2.4** Staff will prepare the recommendation to approve or refuse the application in the form of a staff report to Council. Applicant is notified.
- 2.5** Application & recommendation presented to Council for a final decision. If Council approves the application, staff will be directed to prepare a CIP Funding Agreement for execution with the applicant. There is no opportunity for appeal where an application has been refused by Council.
- 2.6** Upon execution of a CIP Funding Agreement, Applicant may initiate the works.
- 2.7** Applicant notifies Municipality of project completion. Applicant may be required to submit supporting information documenting the completion of the works.
- 2.8** Staff, in coordination with other municipal staff, will conduct a site inspection to confirm the works have been carried out in accordance with the CIP Funding Agreement.
- 2.9** Once all provisions and obligations of the Funding Agreement have been satisfied, Staff will organize the payment of the financial incentives in accordance with the provisions of the CIP Funding Agreement.
- 2.10** The approval of any application for funding will generally expire if works are not substantially completed within six (6) months from the date of execution of the Funding Agreement.

BEAUTIFICATION PROGRAM

The Beautification Program is intended to assist and encourage property owners to undertake visual improvements to their buildings and/or sites to improve the overall character of core areas in the community.

INCENTIVE OPTIONS

Construction Costs Matching Grant

50% of Construction Costs, up to \$5,000

Professional Fees Matching Grant

50% of Professional Fees, up to \$1,500

ELIGIBLE AREAS

Parkhill

- Parkhill Main Street (County Road 81) Corridor
- Elginfield Road (County Road 7) Corridor

Aisla Craig

- Elginfield Road (County Road 7) Corridor
- Queen Street (County Road 19) Corridor

Nairn

- Petty Street (County Road 19) Corridor

The Municipality may approve grants and funding for Eligible Projects outside of the Eligible Areas above in extenuating circumstances.

ELIGIBLE WORKS

- Façade improvements (painting, restoring brickwork, replace/repair of windows, redesigns, etc.)
- Installation, expansion, or renovation of a permitted street side patio/terrace directly associated with a business
- New/Improved Signage
- Landscaping Works (permanent planting beds/greenspaces, semi-permanent/permanent planters/fixtures)
- Permanent Artwork (murals, plaques, instalments)

ELIGIBILITY CRITERIA

1. Only available to non-residential or mixed-use properties
2. Projects must be directly related to facades and/or site areas which front onto, or are highly visible from, a public right-of-way or street
3. Roof improvements are not eligible
4. This program is not intended to facilitate end-of-life cycle replacements for building or other materials such as vinyl siding, lightbulb replacement, etc.
5. Project must be directly associated with a building, property, or use that is open and accessible to the general public, or which provides local employment

RURAL ECONOMIC DEVELOPMENT PROGRAM

This program is largely focused on providing financial assistance to help facilitate the establishment, expansion, or improvement of; on-farm diversified businesses; value added agricultural uses, rural-commercial uses, agri-tourism, and/or other recreation-focused commercial uses that are appropriate for a rural setting.

INCENTIVE OPTIONS

Interest-Free Loan

Loan equal to 50% of project costs, up to \$20,000 (cannot be combined with other grants)

Construction Costs Matching Grant

50% of Construction Costs, up to \$5,000

Planning & Building Fee Grant

100% of fees, up to \$1,500

Professional Fees Matching Grant

50% of Professional Fees, up to \$1,500

ELIGIBLE AREAS

Lands outside of settlement / urban areas

The Municipality may approve grants and funding for Eligible Projects outside of the Eligible Areas above in extenuating circumstances.

ELIGIBLE WORKS

Eligible Projects generally include those directly associated with the establishment, expansion, or improvement of an on-farm diversified business, value added agricultural use, rural-commercial/industrial use directly related to agriculture, agri-tourism use, and/or other recreation-focused commercial use:

- New building construction and/or additions to an existing building
- Works associated with the improvement, redevelopment, renovation, and/or conversion of the ground floor of existing buildings necessary to accommodate a new or expanded eligible use noted above
- Façade improvements (painting, restoring brickwork, replace/repair of windows, redesigns, etc.)
- New/Improved Signage;
- Installation of new permanent landscape elements

ELIGIBILITY CRITERIA

1. Projects must be clearly and directly associated with a bonafide on-farm diversified business, value added agricultural use, rural-commercial/industrial use directly related to agriculture, agri-tourism use, and/or other recreation-focused commercial use
2. Improvements to dwellings / parts of dwellings used as part of a home-based business or other commercial operation are not eligible for funding
3. Funding preference will be given to those projects located along major roads/corridors
4. Projects must be consistent with the Provincial Policy Statement and conform to the Middlesex County Official Plan and North Middlesex Official Plan policies for agricultural areas
5. Projects must be directly associated with a building, property, or use that is open and accessible to the general public, or which provides local employment
6. Non-permanent or moveable components used by the business, such as appliances, furnishings, interior signage, and light fixtures are not eligible

ACCESSIBILITY PROGRAM

This program is intended to support owners and businesses in undertaking barrier-free/general accessibility improvements to their properties and/or buildings. This program will be administered alongside public realm accessibility improvements undertaken by the Municipality to improve mobility for everyone in the community.

INCENTIVE OPTIONS

Construction Costs Matching Grant
50% of Construction Costs, up to \$5,000

Planning & Building Fee Grant
Up to 100% of fees, up to \$1,500

Professional Fees Matching Grant
50% of Professional Fees, up to \$1,500

ELIGIBLE AREAS

The grants and funding available under the Accessibility Program shall be available to all non-residential buildings/properties in the Municipality which are regularly open to and/or accessible to the general public or provide local employment.

ELIGIBLE WORKS

Works undertaken to improve barrier-free accessibility and/or otherwise allows the building or site to achieve or exceed standards for code compliance with respect to accessibility, such as but not limited to:

- Installation of wheelchair ramps;
- Improvements to site/building circulation (i.e. improved pathways, stairs, entrances, etc.);
- Creation or improvement of on-site barrier-free parking spaces;
- Barrier-free improvement/retrofitting of washroom facilities; and/or,
- General storefront accessibility improvements as approved by the Municipality.

ELIGIBILITY CRITERIA

1. Program is only available to non-residential or mixed-use properties/buildings
2. Residential-only buildings/properties are not eligible
3. Improvements shall generally be permanent (i.e. not moveable/removable), unless permitted by the Municipality in its sole discretion
4. The Eligible Project must be directly associated with those parts/areas of a building, property, or use that is open and accessible to the general public, or which provides local employment.

BROWNFIELD STUDY PROGRAM

The Brownfield Study Program is intended to provide assistance with the costs of investigating the scope and nature of contamination on known or perceived brownfield sites. The main goal of this program is to provide better information to the property owner, prospective developer(s), and greater community respecting the type of contamination present and remediation costs anticipated for redevelopment.

INCENTIVE OPTIONS

Study Fees Grant

- a) 50% of the costs of a Phase I ESA, up to \$3,000; and/or
- b) 50% of the costs of one or more eligible studies noted below, up to \$10,000; up to a combined max of \$13,000

ELIGIBLE AREAS

Parkhill Settlement Area

Ailsa Craig Settlement Area

Nairn Settlement Area

The Municipality may approve grants and funding for Eligible Projects outside of the Eligible Areas above in extenuating circumstances.

ELIGIBLE WORKS

The following studies are eligible for funding through the Brownfield Study Program:

- Phase I & II Environmental Site Assessments (ESAs);
- A Designated Substances and Hazardous Materials Survey;
- A Remedial Work Plan; and,
- A Risk Assessment/Management Plan.

ELIGIBILITY CRITERIA

1. A maximum of two (2) studies may be funded per project.
2. Program is only available to properties where the proposed development is non-residential or mixed-use.
3. Environmental study grants will only be offered on eligible properties where there is potential for renovation, expansion, or adaptive reuse of the buildings on the property, and/or development / redevelopment of the property. Applicants must clearly demonstrate their legitimate intention to undertake one of these activities on an eligible property.
4. Applications for a Phase II ESA must be accompanied by a Phase I ESA completed by a Qualified Person (QP) (as defined by the Environmental Protection Act and Ontario Regulation (O. Reg) 153/04) that demonstrates the property is suspected of environmental contamination.
5. Applications for a Remedial Work Plan/Risk Assessment/Risk Management Plan must be accompanied by:
 - a Phase I ESA completed by a QP that demonstrates the property is suspected of environmental contamination and that preparation of a Phase II ESA is recommended; and,
 - a Phase II ESA prepared by a QP that demonstrates that, as of the date the Phase II ESA was completed, the property did not meet the required standards under subparagraph 4i of Section 168.4(1) of the Environmental Protection Act to permit a Record of Site Condition (RSC) to be filed in the Environmental Site Registry for the proposed use of the property.
6. One (1) electronic and one (1) hard copy for each study funded through the Brownfield Study Program shall be submitted to the Municipality for review upon completion.