



Township of North Kawartha

# Community Improvement Plan

October 2018 - FINAL



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# Acknowledgment

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# Executive Summary

North Kawartha's Community Improvement Plan intends to support and activate improvements, rehabilitation or renovation of lands, buildings or public spaces within the Township. This is the first Community Improvement Plan for the Township and includes Community Improvement Plan Areas for Apsley, Burleigh Falls, Woodview, and Big Cedar. The Community Improvement Plan Areas, six Leadership Programs, and nine Financial Incentive Programs were all informed through several public meetings, input and reviews.

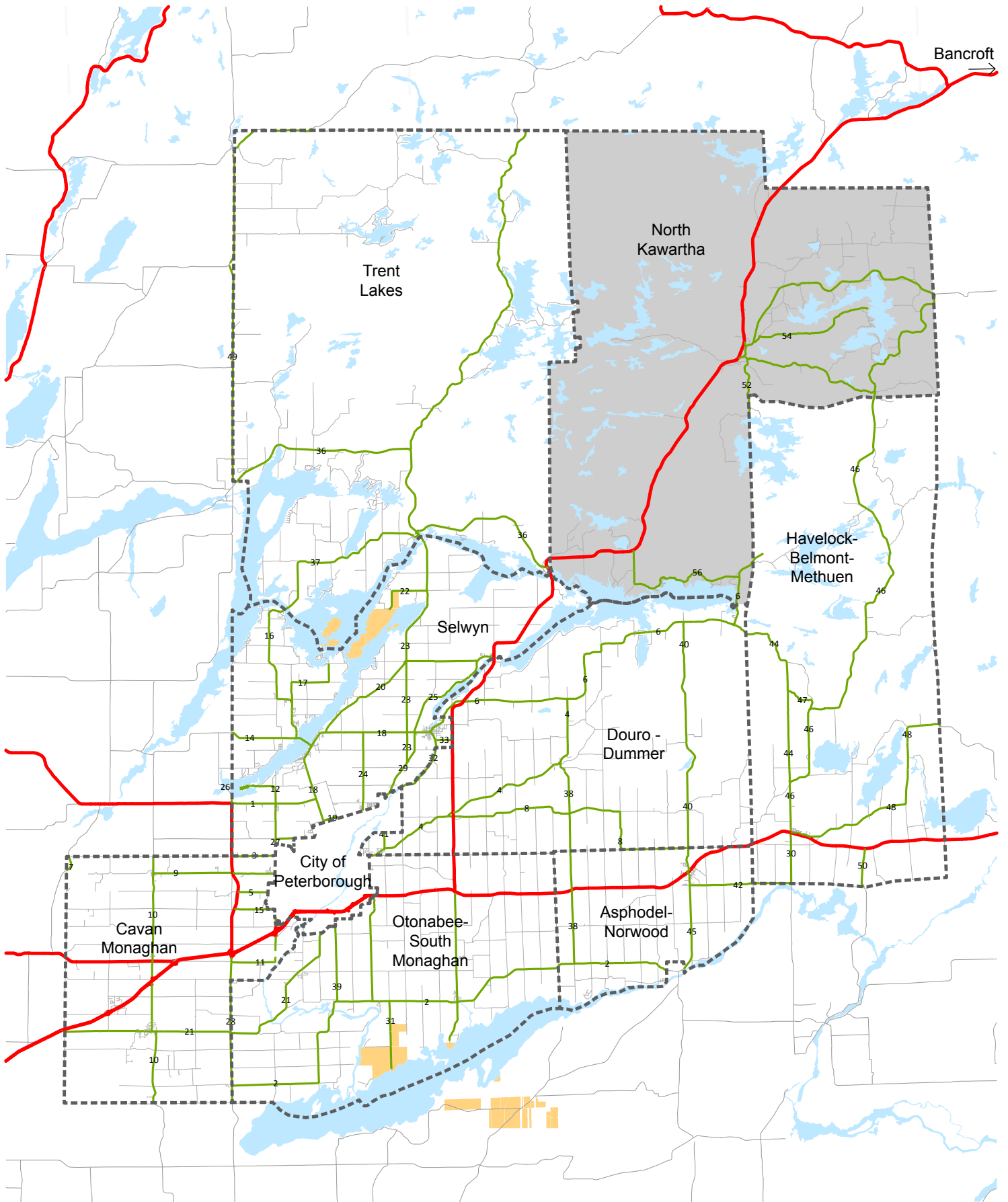
This Plan is intended to be a flexible tool for change rather than a rigid document. It is also intended to be a proactive plan for community revitalization and renewal and economic improvements. Continual review and evaluation of the CIP and the programs will aid the Township to remain current with program use and needs of the community.

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Section 1.0:  
**Background Review & Inventory**



Map 1: Peterborough County & North Kawartha Map

# 1.1 Introduction

## North Kawartha

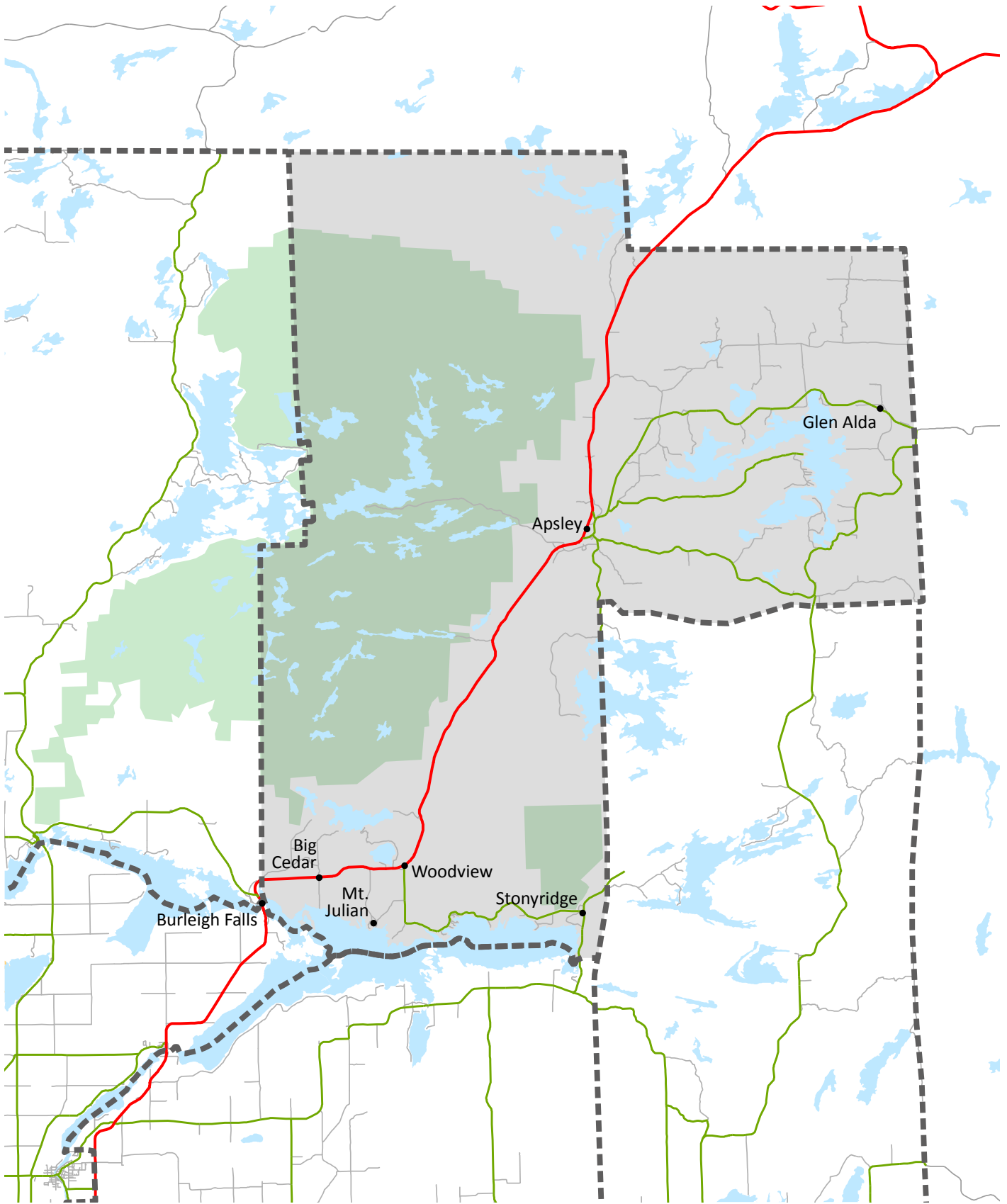
The Township of North Kawartha is located within Peterborough County at the most North Eastern tip of the County, and is located between the City of Peterborough and the Town of Bancroft. The Township's population is approximately 2,479 (2016) and has a seasonal population of 12,000. North Kawartha is predominantly rural and cottages, with the seven hamlets of Glen Alda, Apsley, Woodview, Big Cedar, Burleigh Falls, Mount Julian, and Stonyridge

## Characteristics

There is an abundance of fresh water lakes and rivers through out the Township and the majority of the hamlets are located along these waterways. Due to the quantity of surrounding water, this attracts a high seasonal population and several businesses serving seasonal uses. Apsley functions as a full service centre for the surrounding residents, and the entire Township is within driving distance to the City of Peterborough and Town of Bancroft.

The Township is bisected by Highway 28, connecting Burleigh Falls in the South to Bancroft, which is just North of North Kawartha's borders. The highway provides great access through the Township, but can also act as a thoroughfare resulting in people by-passing local businesses. Northey's Bay Rd. runs east-west along the North shore of Stony Lake, and connects several Hamlets. The other larger east-west road is County Road 620, and this connects Apsley to Glen Alda and the Eastern Township border.

North Kawartha is a popular tourist destination because of the Petroglyphs Provincial Park, the Kawartha Highlands Provincial Park, and Trent Severn Waterway. Petroglyphs Provincial Park offers day-time activities and is the largest concentration of Indigenous rock carvings in Canada. The Kawartha Highlands Provincial Park covers a large portion of the western side of the Township. There are four Highland back country access points within the Township borders, and one access just outside of Apsley. Additionally, the Trent Severn Waterway just passes south of the Township, through Stony Lake with Locks located at Burleigh Falls.



Map 2: North Kawartha & Hamlets

# 1.2 CIP Foundations

## What is a CIP

A Community Improvement Plan (CIP) acts as a municipal planning tool, that outlines supporting programs and financial incentives to improve, rehabilitate, or renovate buildings, land, or public spaces that are in need of repair. Townships/municipalities may designate one or more Community Improvement Plan Areas (CIPA's), pending they meet criteria as outlined in the Planning Act and Peterborough County Official Plan. The CIP process described below takes into account legislative requirements prescribed under sections 17 and 28 of the Planning Act. Specifically, the purpose of the CIP is to:

- a) Define an appropriate community improvement area;
- b) Develop financial incentives to promote private sector investment and redevelopment; and
- c) Plan physical improvements within the project area designed to lead and stimulate private sector investment and redevelopment.

Overall, an approved Community Improvement Plan adopts programs/grants that enable financial incentives to encourage improvements, upgrades, and/or redevelopment within the approved CIP areas. Financial incentives assist businesses with their property redevelopment and ensures properties meet Building Code and Fire Code requirements. Several CIP's across Ontario have been implemented, with the common goals to:

- Highlight and improve local needs and priorities;
- Facilitate change;
- Stimulate economic growth; and
- Assist property/building owners with repair, rehabilitation, and redevelopment projects.

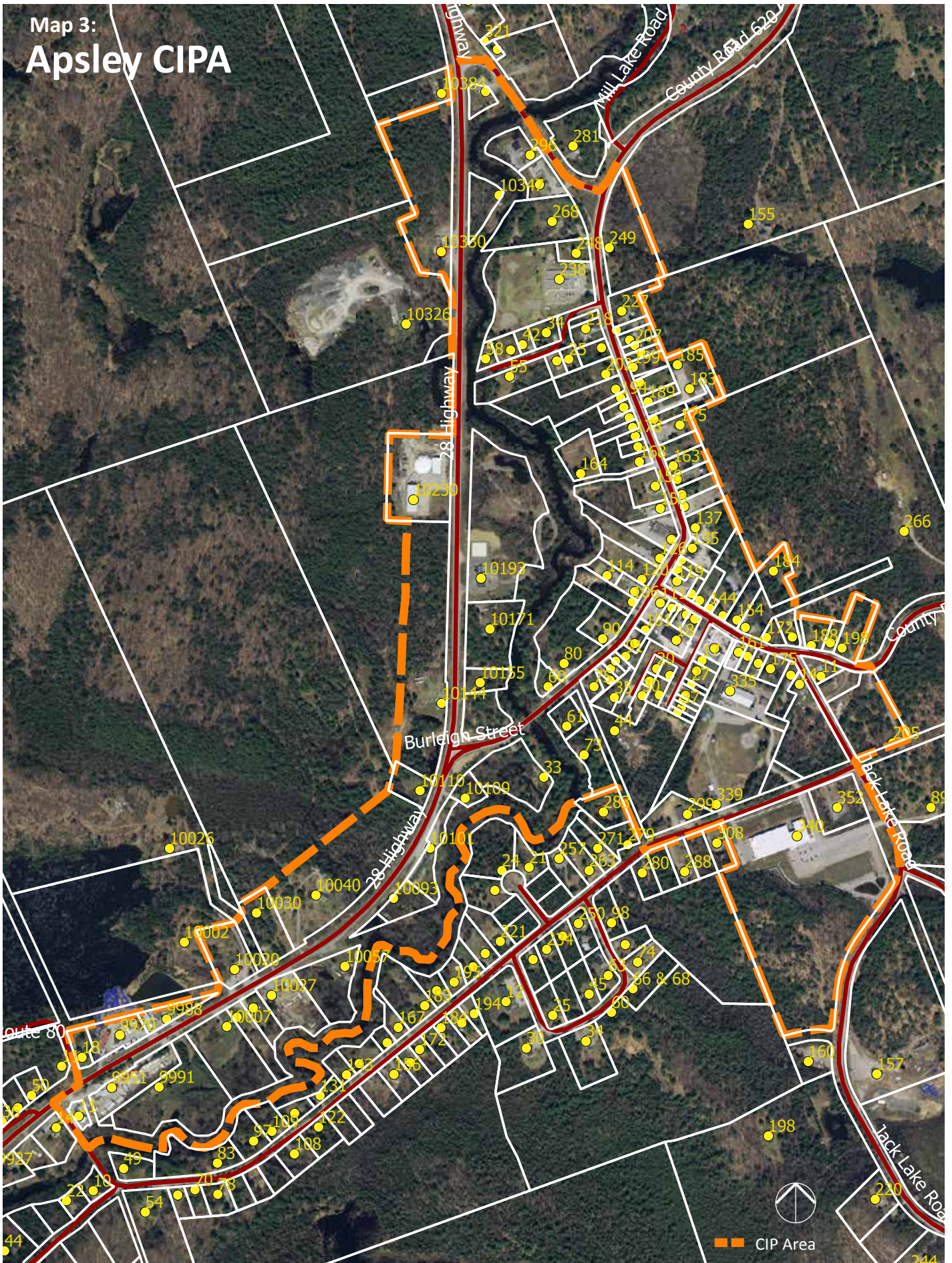
## North Kawartha's CIP & Community Improvement Plan Area (CIPA's)

North Kawartha's initial step in developing a CIP begins with establishing Community Improvement Plan Areas (CIPA's). The communities/hamlets under review included Glen Alda, Apsley, Woodview, Big Cedar, Burleigh Falls, Mount Julian, and Stonyridge. The establishment of North Kawartha's CIP will be challenged by their large geographical distribution.

Through community consultation, the public indicated there was limited desire for all communities to receive a CIPA. Therefore, CIPA's were only designated for Burleigh Falls, Woodview, Apsley, and Big Cedar. Pending the outcome and success of the initial CIP and programs, the other areas could be added at a future Plan review. The CIPA's for Apsley, Burleigh Falls, Woodview, and Big Cedar are on the following pages, Maps 3-6.



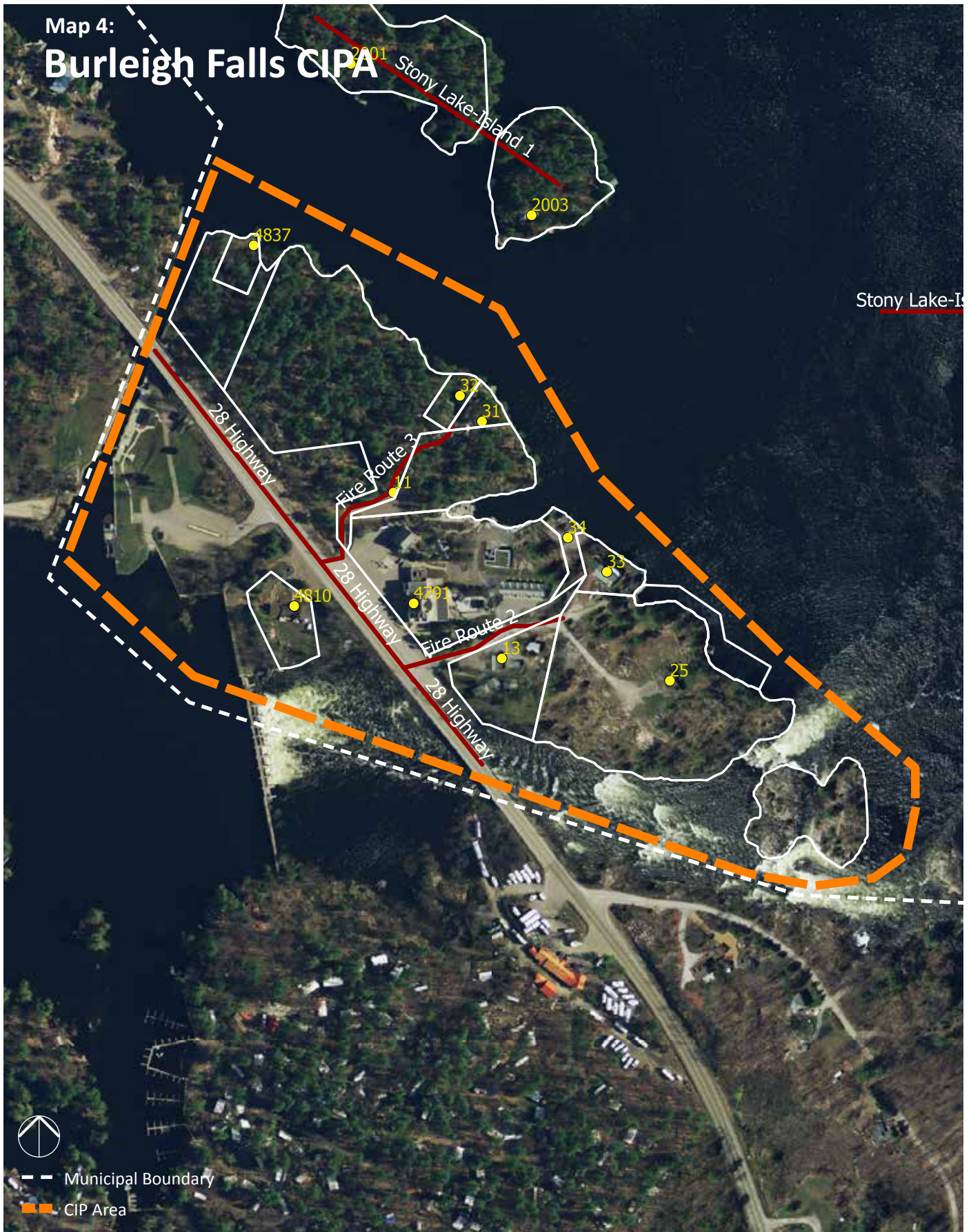
Map 3:  
**Apsley CIPA**





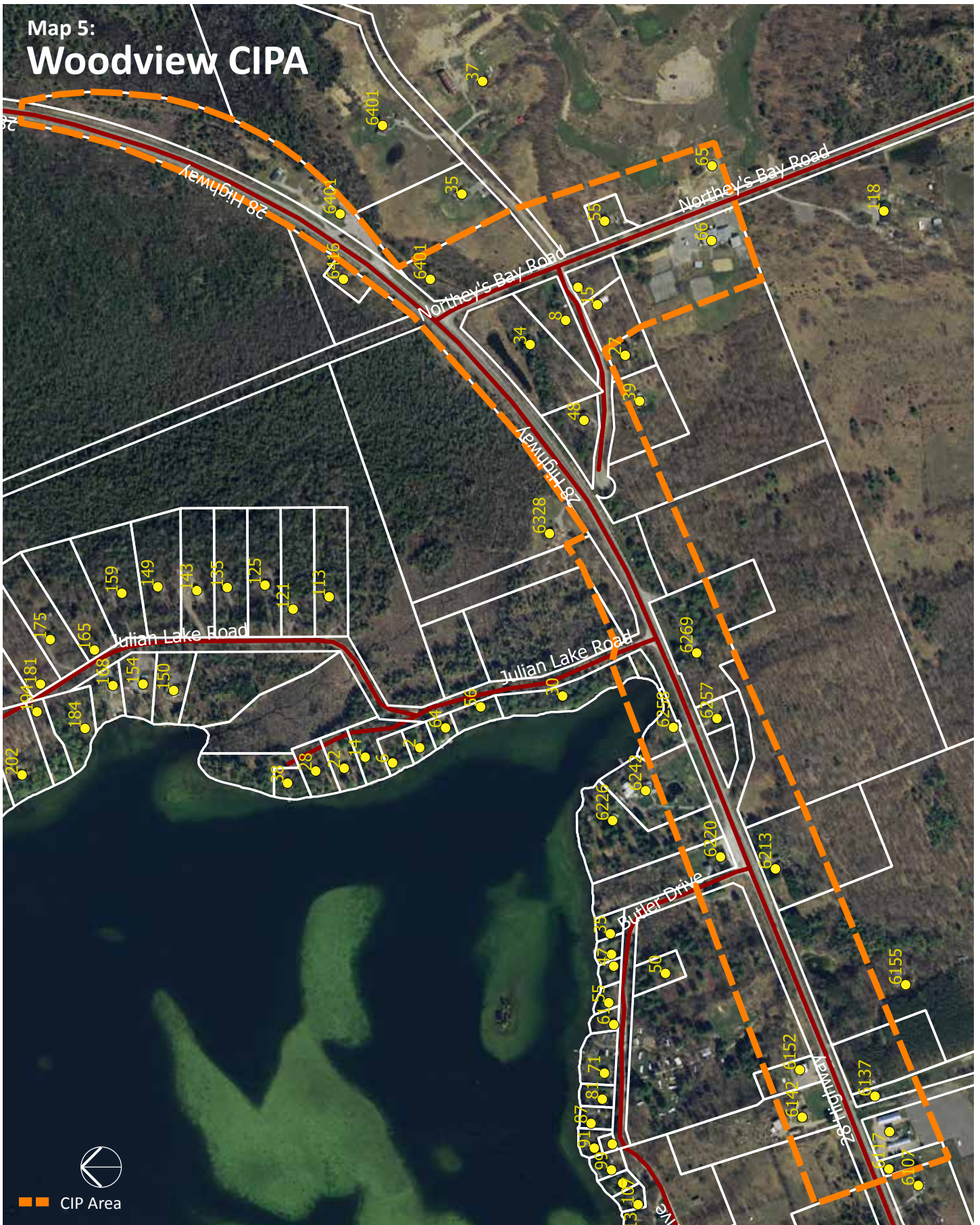
Map 4:

# Burleigh Falls CIPA





# Map 5: Woodview CIPA





Map 6:  
**Big Cedar CIPA**



Section 28 – Planning Act

Section 28 of the *Planning Act* allows municipalities within provisions in their official plans, relating to community improvement, to designate a “community improvement project area” by-law and prepare and adopt a community improvement plan for the specified area. Once the community improvement plan has been adopted, subsequently enacting the plan, the Township may exercise authority under Section 28(6), (7) or (7.2) of the *Planning Act* and Section 365.1 of the *Municipal Act, 2001*, with the exception provided in Section 106(3) of the *Municipal Act, 2001* applying.

According to Section 28(1), the *Planning Act* defines;

A “community improvement project area” is defined as: “a municipality or an area within a municipality, the community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason”, and

“Community improvement” as “the planning or replanning, design or redesign, resubdivision, clearance, development or redevelopment, construction, reconstruction and rehabilitation, improvement of energy efficiency, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable, or other uses, buildings, structures, works, improvements or facilities, or spaces therefore, as may be appropriate or necessary”.

Adoption and designation of CIP area(s) permits the Township of North Kawartha to:

- i) Acquire, hold, clear, grade or otherwise prepare land for community improvement (Section 28(3) of the *Planning Act*);
- ii) Construct, repair, rehabilitate or improve buildings on land acquired or held by it in conformity with the community improvement plan (Section 28(6));
- iii) Sell, lease, or otherwise dispose of any land and buildings acquired or held by it in conformity with the community improvement plan (Section 28(6)); and
- iv) Make grants or loans, in conformity with the community improvement plan, to registered owners, assessed owners and tenants of land and buildings within the community improvement project area, and to any person to whom such an owner or tenant has assigned the right to receive a grant or loan, to pay for the whole or any part of the eligible costs of the community improvement plan (Section 28(7)).

Section 28(7.1) of the *Planning Act* specifies that the eligible costs of a community improvement plan for the purposes of Subsection 28(7) may include costs related to environmental site assessment, environmental remediation, development, redevelopment, construction and reconstruction of lands and buildings for rehabilitation purposes or for the provision of energy efficient uses, buildings, structures, works, improvements or facilities.

Section 28(7.3) of the *Planning Act* specifies that the total of all grants and loans made in respect of particular lands and buildings under Section 28(7) and (7.2) of the *Planning Act* and tax assistance provided under Section 365.1 of the *Municipal Act*, 2001 in respect of the land and buildings shall not exceed the eligible cost of the community improvement plan with respect to those lands and buildings. The incentive programs contained in Section 4.0 of this Plan contain safeguards to ensure this legislative requirement is met.

#### Section 365.1 – Municipal Act, 2001

Section 365.1(2) and (3) of the *Municipal Act*, 2001 allows municipalities to pass a by-law providing tax assistance to an eligible property in the form of a deferral or cancellation of part or all of the taxes levied on that property for municipal and education purposes during the rehabilitation period and the development period of the property, both as defined in Section 365.1 (1) of the *Municipal Act*, 2001. Section 365.1 of the *Municipal Act*, 2001 operates within the framework of Section 28 of the *Planning Act*. A municipality with an approved community improvement plan in place that contains provisions specifying tax assistance will be permitted to provide said tax assistance for municipal purposes.

#### Official Plan Policy

Peterborough County's Official Plan (OP) outlines the enabling policies in Section 7.25, relating to community improvement areas. The Township Council may designate the whole or partial area(s) as a community improvement project area. Once the updated Community Improvement Plan is in effect, for the purpose of carrying out a Community Improvement Plan, the Township of North Kawartha may provide grants or loans to registered owners and tenants of lands and buildings within the Community Improvement Project Areas, and to any person to whom such an owner or tenant has assigned the right to receive a grant or loan, to pay for the whole or any part of the cost of rehabilitating such lands and buildings in conformity with the Community Improvement Plan.

#### Other Plans, Policy & Strategies

##### **Greater Peterborough Area Climate Change Action Plan: Ch. 7 North Kawartha (2016)**

The Climate Change Action Plan focuses on the reduction of greenhouse gas (GHG) emissions and strategies to achieve outlined goals. Reductions can occur through improved building function/efficiencies, reduction of trips dependant on automobiles, participation programs, etc. Community Improvement Plan programs can assist with the reduction of GHG emissions by providing opportunities for building upgrades and retrofits.

##### **Growth Plan for the Greater Golden Horseshoe (2017)**

North Kawartha falls within the Greater Golden Horseshoe Growth Plan Area. It is the last North Eastern municipality included and is considered part of the 'outer ring'. North Kawartha is not specifically mentioned in the Plan because it falls under the umbrella of Peterborough County. The policy provided is high level and references single tier or upper tier municipalities, therefore any influence/changes as a result of the Growth Plan would be initiated through the County. The Growth Plan does not influence North Kawartha's CIP, but indicates the overall possibility of growth, development, and natural feature protection.

## Interpretation

**“Applicant”** is an individual who seeks assistance through the incentive programs.

**“Community Improvement Plan”** means a plan for the community improvement of a community improvement project area.

**“Community Improvement Project Area”** means a municipality or an area within a municipality, the community improvement of which, in the opinion of Council, is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason.

**“Improvement”** means a reconstruction, rehabilitation, enhancement of the façade or signage, addition, or other improvement of a structure or open space.

**“Qualified Person”** is an individual who meets the qualifications prescribed in Ontario Regulation 153/04 as amended from the Planning Act.

**“Redevelopment”** means either the demolition of existing buildings unfit for occupancy and their replacement with new buildings, or the restoration of buildings or properties.

**“Rehabilitation”** includes any efforts that result in the productive reuse of lands and/or buildings within the Community Improvement Project Area.

**“Official Plan”** means a comprehensive long range plan for land use which guides growth and land use change in a municipality.

**“Proponent”** means the owner or their heirs, successors or assignees of a property located in the Community Improvement Project Area.

**“Tax Increment”** refers to the increase in taxes, or tax increment and is calculated by subtracting the municipal portion of property taxes before reassessment from the municipal portion of property taxes after reassessment. A municipality may provide any proportion of the increment for any length of time their council deems is appropriate. The tax increment does not include any increases/decrease in municipal taxes due to a general tax rate increase/decrease, or a change in assessment for any other reason.

**“Zoning”** a designated area of land use.

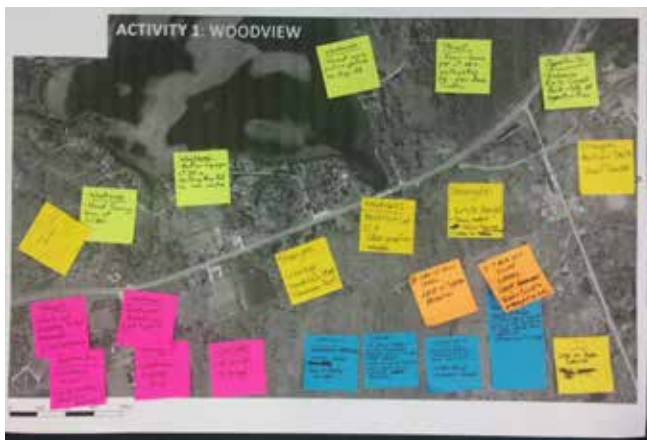


# 1.3 Public Consultation

## Initial Public Consultation Session - May 3<sup>rd</sup>, 2018

### Overview

The first public consultation session occurred on May 3<sup>rd</sup>, 2018 at the North Kawartha Community Centre (NKCC). There were 25 participants, plus several councilors and the mayor. The goal of the initial meeting was to reveal the value of CIPs to the participants and how they can contribute to the overall community. Additionally, the session was designed to gather input about each community's strengths, weaknesses, opportunities and threats (SWOT), and where participants envision the CIPA boundaries to be.



### Results

Participant comments and input have been summarized and consolidated into the following results. This includes the comments from the SWOT analysis for each location; Apsley, Woodview, Burleigh Falls, Big Cedar, Glen Alda, Mt. Julian, and Stonyridge. Possible CIPA boundaries outlined by participants have been consolidated to maps per respective area. Consolidation of the boundaries highlights areas of repetition or the absence of a defined boundary.

**SWOT Analysis (Strength, Weakness, Opportunity & Threat)**

The SWOT analysis revealed positive and negative aspects of each community/hamlets; many comments surrounded safety, economic potential or loss, and the lack of signage. The following charts provide an overall summary of the strengths, weaknesses, opportunities, and threats per community/area.

**Apsley**

<p><b>Strength</b></p> <ul style="list-style-type: none"> <li>- Variety of stores, full service community</li> <li>- Great businesses</li> <li>- Great outdoor activities/recreation</li> <li>- Good infrastructure</li> <li>- Location to Peterborough</li> <li>- Good emergency services</li> </ul>	<p><b>Weakness</b></p> <ul style="list-style-type: none"> <li>- Located off of Hwy 28 (MTO) and conflicts around development on the highway</li> <li>- Seasons/Seasonality</li> <li>- Loss of Bank</li> <li>- No accommodations</li> <li>- Layout/distribution of downtown core</li> <li>- No competing businesses, existing businesses control hours/prices</li> <li>- Lack of municipal water/sewage</li> </ul>
<p><b>Opportunity</b></p> <ul style="list-style-type: none"> <li>- More restaurants along Hwy 28</li> <li>- Need more residential development</li> <li>- More competition for local businesses</li> <li>- Additional businesses</li> <li>- Vacant properties (township and the lot beside Hunters)</li> <li>- Better location for farmer market</li> </ul>	<p><b>Threat</b></p> <ul style="list-style-type: none"> <li>- No competition</li> <li>- No bank</li> <li>- Seasonal employment/industry</li> <li>- Set of lights at Hwy 28 main intersection</li> </ul>

**Woodview**

<p><b>Strength</b></p> <ul style="list-style-type: none"> <li>- Woodview Store one-stop-shop</li> <li>- Historic Store</li> <li>- Library</li> <li>- Emergency services</li> <li>- 9-hole golf course</li> <li>- Recreation options</li> </ul>	<p><b>Weakness</b></p> <ul style="list-style-type: none"> <li>- Lack of available bathrooms</li> <li>- Lack of signage and focus</li> <li>- Restrictive Official Plan designations</li> <li>- Need turning lane at LCBO</li> <li>- Dangerous driving</li> </ul>
<p><b>Opportunity</b></p> <ul style="list-style-type: none"> <li>- Passing lane</li> <li>- Public boat launch</li> <li>- Volume of traffic</li> <li>- Development space</li> </ul>	<p><b>Threat</b></p> <ul style="list-style-type: none"> <li>- People not stopping to visit local businesses</li> <li>- Additional development would make traffic worse</li> <li>- Lack of consultation</li> <li>- Loss of postal service</li> </ul>

### Burleigh Falls

Strength	Weakness
<ul style="list-style-type: none"><li>- Scenic/scenery</li><li>- On main road and Trent Severn Waterway</li><li>- Locks</li><li>- Lots of road &amp; boat traffic</li><li>- Place to stay &amp; eat</li></ul>	<ul style="list-style-type: none"><li>- Inconsistent Lodge hours</li><li>- Limited space for businesses, need for increase opportunities</li><li>- No public washroom or signage</li><li>- Bottleneck</li><li>- Lack of attractions at Inn</li></ul>
Opportunity	Threat
<ul style="list-style-type: none"><li>- Learn from clean water system at the Inn</li></ul>	<ul style="list-style-type: none"><li>- Floods</li><li>- People driving through and not stopping</li></ul>

### Big Cedar

Strength	Weakness
<ul style="list-style-type: none"><li>- New commercial development</li><li>- High traffic</li><li>- Good store &amp; parking</li></ul>	<ul style="list-style-type: none"><li>- Dangerous stretch of highway</li><li>- Need turning or passing lane</li><li>- Disconnected from Apsley &amp; other areas</li><li>- Better cell coverage &amp; high speed internet</li></ul>
Opportunity	Threat
<ul style="list-style-type: none"><li>- Further economic development jobs</li><li>- Natural water access</li><li>- Provided information re. business hours</li></ul>	<ul style="list-style-type: none"><li>- Straight stretch of road, speed</li><li>- Deer &amp; vehicle collisions</li><li>- Business visibility</li></ul>

### Glen Alda

Strength	Weakness
<ul style="list-style-type: none"><li>- Community centre &amp; playground</li><li>- Golf course</li><li>- Affordable living</li><li>- Natural features (rivers)</li></ul>	<ul style="list-style-type: none"><li>- Geographical distance</li><li>- Lack of business</li><li>- Complications with township boundaries</li><li>- Narrow bridge</li><li>- Aging population</li></ul>
Opportunity	Threat
<ul style="list-style-type: none"><li>- Store 'Glen Alda Mall'</li><li>- Community centre &amp; playground</li><li>- Open/vacant land, lots of space</li></ul>	<ul style="list-style-type: none"><li>- Border issues</li><li>- Distance to medical care</li><li>- Water/flooding</li><li>- Old community with little to offer, looks abandoned</li></ul>

## Mt. Julian

<b>Strength</b>	<b>Weakness</b>
<ul style="list-style-type: none"> <li>- Provides local jobs, tourism, cottage, resort amenities</li> <li>- Water sports, boat launch</li> <li>- Trail on Trent Severn Waterway</li> <li>- Shorter school bus route</li> </ul>	<ul style="list-style-type: none"> <li>- No stores, limited economy</li> <li>- Spacing between businesses</li> <li>- Limited township support and control over waterway</li> </ul>
<b>Opportunity</b>	<b>Threat</b>
<ul style="list-style-type: none"> <li>- Restart boat cruises</li> <li>- Part of Trent Severn Waterway</li> <li>- Promote frisbee sport</li> <li>- History of Stoney Lake</li> <li>- Business development opportunity</li> </ul>	<ul style="list-style-type: none"> <li>- Locals go south to shop rather than Apsley</li> <li>- Parking</li> <li>- Lake damage</li> <li>- Loss of commercial property potential due to residential increase</li> </ul>

## Stonyridge

<b>Strength</b>	<b>Weakness</b>
<ul style="list-style-type: none"> <li>- Natural features, beach, Petroglyphs, falls</li> <li>- Snowmobile trail</li> </ul>	<ul style="list-style-type: none"> <li>- Lack of signage</li> <li>- Large gravel trucks</li> <li>- Minimal room for development</li> <li>- Lack of awareness what is in North Kawartha</li> </ul>
<b>Opportunity</b>	<b>Threat</b>
<ul style="list-style-type: none"> <li>- Community &amp; directional signage</li> <li>- Promote it is North Kawartha</li> <li>- Opportunity at former pilgrims rest B&amp;B camp grounds</li> </ul>	<ul style="list-style-type: none"> <li>- Large trucks</li> <li>- Environmental damage &amp; noise pollution</li> <li>- Lack of awareness of Stonyridge</li> <li>- Only local store owned/operated by aging person</li> </ul>

## Boundary Exercise

There are two key results from the boundary exercise, (1) preferred location of boundaries and (2) whether a hamlet should or should not receive any boundary areas. The results and composite maps of all boundary responses can be found in the Appendix. The following chart outlines the second key result, whether each town or hamlet should receive a CIPA. Table 1 outlines the final results; 'boundary' indicates participants drew a boundary for the area; 'no CIP' indicates that participants specifically indicated they felt that area should not be included in the CIP; 'low priority' was only indicated by one participant; and 'no response' means participants did not draw or write anything on the maps provided.

Table 1: Boundary Exercise Results

	Apsley	Woodview	Burleigh Falls	Big Cedar	Glen Alda	Mt. Julian	Stonyridge
BOUNDARY	16	12	10	8	6	4	3
NO CIPA	0	1	0	3	3	4	7
LOW PRIORITY	0	2	0	0	0	1	0
NO RESPONSE	1	2	7	6	8	7	7



Overall, Apsley, Woodview, and Burleigh Falls received the most boundaries, closely followed after by Big Cedar, Glen Alda, Mount Julian and Stonyridge received the most indications for 'no CIP' and 'no responses'.

## Design Workshop Session - June 11<sup>th</sup>, 2018

### Overview

The design workshop public consultation session was the second engagement session for the CIP. It occurred June 11<sup>th</sup>, 2018 at the North Kawartha Community Centre (NKCC). There were 22 participants, including Township staff plus councilors and the Mayor. The goal of the design workshop was to gather input from participants and what design elements they would like to see in the Township. This included theme appropriateness and selection, a visual preference survey (VPS) that captured participants' preferences for façades, signs, and landscape elements, and an initial review of potential CIP programs.



## Results

### Theme Exercise

Participants were given four theme sheets with images and colours that could potentially embody North Kawartha, 1) Cottage Life, 2) Cottage Country, 3) Northern Ontario/Canadian Shield, and 4) Hunter, Gatherer, Fisher. Participants were asked to write down comments or ideas as a collective table, and then rank each theme based on personal opinion. The personal ranking used three dots, one green dot for a theme that was favourable, one yellow indicating some what favourable, and one red dot for unfavourable. The following results (colour-coded dots with numerical values) indicate how many were assigned to each theme, with 6 votes split between themes. Cottage Life was the highest ranked theme, followed by

Table 2: Theme Exercise Voting Results

<p><b>Theme 1: Cottage Life</b></p> <p>18 6 0</p>	<p><b>Theme 2: Cottage County</b></p> <p>2 2 18</p>
<p><b>Theme 3: Northern Ontario/ Canadian Shield</b></p> <p>8 7 0</p>	<p><b>Theme 4: Hunter, Gatherer, Fisher</b></p> <p>5 0 7 3</p>

## Visual Preference Survey

Participants were shown 54 slides overall, which included four different groups, 1) street front façades, 2) side & back façades, 3) signage, and 4) landscape elements. Participants ranked each image on a scale of one to four (one less favourable to four most favourable). The following slides are the top 15 images and were selected based on their overall score. Each image has a weighted average score of 3.00 or more, and this was based on the one to four public participation ranking.

### Front Façades



Score: 3.52



Score: 3.41



Score: 3.15



Score: 3.15

### Side & Back Façades



Score: 3.52



Score: 3.30





Score: 3.04

### Signage



Score: 3.19



Score: 3.15



Score: 3.11



Score: 3.04

## Landscape Treatment/ Pedestrian Realm



Score: 3.48



Score: 3.22



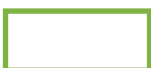
Score: 3.19



Score: 3.11

### Northern Ontario/Canadian Shield. CIP Program Highlight

The CIP Program Highlight exercise outlined potential program descriptions in four categories, aesthetic/design, development/construction, charge reduction/tax assistance, and study/plan development. Participants were then asked to indicate what programs they felt would 1) be good for North Kawartha, 2) not good for North Kawartha, and 3) good, but in the future. The last section of the chart also asked if the participant would benefit by the program, not benefit, or they knew someone who would benefit. Many of the program descriptions were voted as being favourable (1), and very few were a tied vote or unfavourable (2). Table 3 outlines the results for the program highlight exercise. The green outline highlights the highest vote for 1) be good for North Kawartha, the red outline highlights 2) not good for North Kawartha, and the yellow outline highlights tied votes between 1 and 2. The category 3) good, but in



1) Good for North Kawartha



Tied Votes



2) No, not for North Kawartha



Table 3: CIP Program Highlight Results

**Aesthetic/Design Programs**

Program Description	Would this be a good initiative for North Kawartha?		
	Yes	No	Yes, but in future
<ul style="list-style-type: none"> <li>Financial assistance towards rehabilitation, restoration and improvement of the front, rear, and/or side façades of commercial, institutional, and mixed-use buildings.</li> </ul>	20	3	3
<ul style="list-style-type: none"> <li>Various facade funding categories, depending on façade size.</li> </ul>	15	8	1
<ul style="list-style-type: none"> <li>Financial assistance towards landscaping around the front of buildings and overall improvement of the street edge. Can include delineation of space, plant material, planters, driveway ingress/egress, plant bed strips, etc.)</li> </ul>	21	6	0
<ul style="list-style-type: none"> <li>Financial assistance to improve, upgrade, or replace signage. Can include ground signs and/or building façade signs.</li> </ul>	24	2	0
<ul style="list-style-type: none"> <li>Financial assistance to improve, upgrade, develop or replace parking lots.</li> </ul>	12	7	7

**Development/Construction Programs**

Program Description	Would this be a good initiative for North Kawartha?		
	Yes	No	Yes, but in future
<ul style="list-style-type: none"> <li>Financial assistance to retrofit, improve, or convert existing buildings. The intention is to spur adaptive re-use, intensification, or redevelopment.</li> </ul>	14	9	5
<ul style="list-style-type: none"> <li>Financial assistance to improve the energy efficiency of existing buildings. Can include energy use, water use, or waste production.</li> </ul>	11	14	5
<ul style="list-style-type: none"> <li>Financial assistance for the development of new residential units, renovation of existing units, adaptation of space into new units.</li> </ul>	19	5	2
<ul style="list-style-type: none"> <li>Financial assistance to improve the accessibility of an existing building.</li> </ul>	16	7	1

**Charge Reduction/Tax Assistance**

Program Description	Would this be a good initiative for North Kawartha?		
	Yes	No	Yes, but in future
<ul style="list-style-type: none"> <li>Provide an exemption from a percentage of the Township development charges. Could apply to commercial, residential or mixed-use.</li> </ul>	11	11	3
<ul style="list-style-type: none"> <li>Provide a reduction in planning and Township application fees. Applies to the development of residential or multi-unit properties.</li> </ul>	17	8	1
<ul style="list-style-type: none"> <li>Provide a tax break on a property that is undergoing environmental remediation or clean up.</li> </ul>	19	3	1
<ul style="list-style-type: none"> <li>Provide assistance towards property taxes on properties who experience a tax increase due to building improvements.</li> </ul>	11	11	2
<ul style="list-style-type: none"> <li>Allow the Township to accept cash instead of a park, where a development would typically have to provide dedicated parkland.</li> </ul>	11	14	1

**Study/Plan Development Programs**

Program Description	Would this be a good initiative for North Kawartha?		
	Yes	No	Yes, but in future
<ul style="list-style-type: none"> <li>Financial assistance to off costs to prepare professional design studies and/or drawings that are required by the Township.</li> </ul>	8	5	0
<ul style="list-style-type: none"> <li>o Architectural Drawings</li> </ul>	17	7	0
<ul style="list-style-type: none"> <li>o Engineer Drawings (civil, electrical, etc.)</li> </ul>	11	9	2
<ul style="list-style-type: none"> <li>o Environmental Studies</li> </ul>	12	6	4
<ul style="list-style-type: none"> <li>o Building Code or Fire Code Retrofit Drawings</li> </ul>	15	6	1
<ul style="list-style-type: none"> <li>o Site Plan Drawings</li> </ul>	17	6	1
<ul style="list-style-type: none"> <li>o Design Studies</li> </ul>	16	6	1

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## Section 2.0: **Goals & Objectives**

# 2.1 Goals & Objectives

## Goals

North Kawartha's Community Improvement Plan goals include:

1. To provide incentives for businesses to enhance their building's presentation and function to the public.
2. To stimulate pride in North Kawartha and their CIP areas.
3. To contribute to the overall enhancement of their communities as a place for family friendly business and a destination for tourism.
4. To encourage the revitalization of vacant, underutilized and/or inaccessible properties and buildings.
5. To inspire, support, and encourage new businesses and economic development.
6. To provide a commitment to the applicants.

## Objectives

North Kawartha's Community Improvement Plan objectives include:

1. To provide an incentive for private investment through the use of Township assisted programs, (eg. tax incentives, grants, loans) and funding sources.
2. To provide for rehabilitation or improvement of commercial, institutional and industrial façades & buildings, through the use of Township assisted programs and funding sources.
3. To improve the physical, functional and aesthetic amenities of buildings in downtown Apsley, Burleigh Falls, Big Cedar, and Woodview, while stimulating private investment and revitalization.





## Section 3.0: **Community Improvement Plan**

# 3.1 Leadership Programs

## What are Leadership Programs

Leadership programs are one element of a CIP and are Council initiated/undertaken by the Township and are not typically completed by the community members due to size and complexity of the potential projects. The following six (6) programs provide benefit to the community members.

## North Kawartha Leadership Programs

### 1. Community Improvement Advisory Panel/Committee

A Community Improvement Advisory Panel/Committee (CIAP) is intended to consult with applicants, offering advice in preparing applications for the financial incentive programs, priority initiatives, and funding opportunities.

#### **Initiation/Performance**

Generally, the Community Improvement Advisory Panel/Committee (CIAP) is responsible for reviewing the communities' applications under the CIP financial initiative programs and for making recommendations to the assigned Township staff member(s). The assigned Township staff member(s) will then forward recommendations to the Township of North Kawartha's Council. The assigned Township staff member(s) is also charged with reviewing the parameters and overall results of the CIP programs and to make an annual report to Council. Applicants will be afforded an opportunity to appeal to council regarding recommendations and decisions made.

#### **Resources and Guidelines**

When reviewing applications, the Community Improvement Advisory Panel/Committee (CIAP) and assigned Township staff member(s) should seek guidance from the Township's senior managers related to finance and taxes, public works, building code compliance, fire code compliance, and recreation.

**Priority/Timing:** Immediate (2018-2019)

### 2. Marketing Communications and Promotion Strategy

The Marketing and Communications Promotion Strategy is intended to support the Township in considering the development of a CIP page on the Township website, newsletter, brochures or other promotional materials to educate landowners about the programs.

#### **Initiation/Performance**

The assigned Township staff member(s) may create a committee to engage this program. The assigned Township staff member(s) will forward its recommendations to the Township of North Kawartha Council.

**Priority/Timing:** Immediate (2018-2019)

### **3. Design Guidelines**

Design Guidelines can be used to design a coordinated public realm, consistent with an overall community theme, and help the Township champion for compatible 'new development' and improvements at time of development agreement/site plan.

#### **Initiation/Performance**

The assigned Township staff member(s) will undertake investigation into the feasibility of design guideline development for North Kawartha. The assigned Township staff member(s) will then forward its recommendations to the Township of North Kawartha Council.

**Priority/Timing:** Short (1-2 yrs)

### **4. Streetscape, Pedestrian Crossing and Roadway Improvements**

This program supports the Township undertaking capital improvements to the streetscapes, roadways and crossings as part of revitalization efforts in the Township CIPAs.

#### **Initiation/Performance**

The assigned Township staff member(s) will identify and review opportunities for projects under this program and for making recommendations. The assigned Township staff member(s) will then forward its recommendations to the Township of North Kawartha Council.

**Priority/Timing:** Ongoing to short (1-2 yrs)

### **5. Open Space Improvement**

The intent of the Open Space Improvement Township leadership program is to investigate and promote improvement to playgrounds, parks, trails and open space; including the creation and/or improvement of interpretive signage and wayfinding signage to such community assets and destinations.

#### **Initiation/Performance**

The assigned Township staff member(s) will identify and review opportunities for projects under this program and make recommendations. The assigned Township staff member(s) will then forward its recommendations to the Township of North Kawartha Council.

**Priority/Timing:** Ongoing

### **6. Gateway Signage and Signage Improvement**

The intent for the Gateway Signage and Signage Improvement leadership program is to champion the development of gateway signage/features into the downtown(s); including Township wayfinding signage and interpretive signage for the core areas.

#### **Initiation/Performance**

The assigned Township staff member(s) will identify and review opportunities for projects under this program and make recommendations. The assigned Township staff member(s) will then forward its recommendations to the Township of North Kawartha Council.

**Priority/Timing:** Short (1-2 yrs) to medium (2-5 yrs): this timing is also dependent on the Townships concurrent involvement with Peterborough & the Kawarthas Economic Development Wayfinding Strategy.

# 3.2 Financial Incentive Programs

## 3.2.1 Approach & General Requirements

### Approach

Financial Incentive Programs offer individual landowners and tenants assistance with improvements to buildings and properties, which also aim to stimulate private sector investment and development. Each of the following incentive programs outline the intent and function of the grants or loans. Additionally, the programs aim to support the goals and objectives outlined in the Plan as a means of stimulating the economy and investment.

Program funding is to be provided through the annual budget and approved by Council. The amount of available funding may be different annually, informed by demand (the number of applicants the year prior) and the annual dedicated amount. Applicants are expected to read and understand program details and contact the Township to receive funding availability. Monitoring and evaluating the programs will also inform funding allocation as the CIP is active for a few consecutive fiscal cycles.

### General Requirements

The general requirements are applied to the financial incentive programs found within this CIP. The following list is not a complete and final list of requirements, rather the Township reserves the rights to request, include, or apply additional conditions as necessary per property or application basis.

#### **General**

- A. Incentive programs contained in this Plan are applicable to properties within the designated Community Improvement Plan Areas.
- B. Programs are only deemed active once Council has approved this Plan and approved budget allocation per program.

#### **For Applicants**

- C. Applicants are to complete a program application form and submit to the Township.
- D. The applicant is responsible to ensure they are in compliance with all zoning, by-laws, building standards, etc.
- E. The applicant is responsible for obtaining all building permits and any other required permits for the work to be done (this may require drawings to be prepared by appropriate architectural/engineering professionals).
- F. The applicant is responsible for conformance with all applicable health and safety standards.
- G. Applicants who are not the property owner, must receive written approval from the landowner/property owner and provide the approval to the Township.
- H. The applicant agrees to maintain the project to which grants/loans supports.
- I. The applicant also agrees to maintain the improvement.
- J. The purchase of local products and services is encouraged where possible, local businesses should be given first opportunity to supply goods and services for this program.

- K. Work initiated or completed prior to adoption of this CIP or program applications are not eligible. Applications must be submitted and approved prior to commencing work.
- L. The applicant must include plans, estimates (minimum 2), contracts, reports, costs, and additional details to the Township. The Township may require additional information, depending on the program and scale of work proposed.
- M. If additional financial funding sources (federal, provincial grants, etc.) are contributing to proposed works, the applicant must declare the additional funding available on their CIP program application. CIP grants or loans may be reduced.
- N. Applicants are eligible to apply to one or more programs under this Plan, unless otherwise stated, but two programs may not be used to assist with the same costs/proposed works.
- O. Costs more than the maximum grant and loan shall be the responsibility of the applicant.

#### **Township Role**

- P. The process will be managed by the assigned Township staff (eg. Chief Building Official, planner, economic development, etc.) as well as recommendation from the Community Improvement Advisory Panel/Committee.
- Q. The Community Improvement Advisory Panel/Committee will review the application and make a recommendation to the assigned Township staff within sixty (60) days.
- R. If applicants default on the general terms or program requirements, the Township may delay, reduce, or cancel the approved grant/loan, and require repayment of the grant/loan.
- S. Township contributions will be issued only after the project is completed and approved
- T. Before a Township cheque is issued for either the grant or loan, the applicant must submit proof of payment for approved eligible completed work.

#### **Once Approved**

- U. As the availability of loan and grant amount for each year may be limited – loans and grants will be awarded on a first-come, first-served basis.
- V. If approved, a Financial Assistance Agreement will be drafted between the successful applicant and Township.
- W. When the work is completed, a statement with supporting invoices shall be submitted to the Township upon which the work will be inspected by the Township and if approved, a “completion notice” will be issued upon which the financial assistance will be initiated.
- X. Funding approval will lapse if completion is not issued within eight months of the date of execution of the Financial Assistance Agreement. The assigned Township staff may grant an extension of up to four (4) months following receipt of a written response by the owner setting out the reasons for the extension and providing a new date of completion.

## 3.2.2 Façade Improvement Grant/Loan

### **Purpose**

This program provides financial incentives to promote the rehabilitation, restoration, and improvement of the front, rear, and/or side façades of commercial, industrial, or institutional buildings.

### **Description & General Terms**

The Façade Improvement Loan and Grant Program is available in the Community Improvement Areas as shown in Map 3-6 through the provision of financial assistance to eligible owners/applicants. Applicants may choose to apply for either the Grant or Loan Program, or both simultaneously.

#### **What Can be Done**

Applicants are eligible to apply for program funding, pending compliance with the general requirements and funding availability as approved by Council. The following building façade restoration and improvements are eligible for a grant or loan under this program:

1. Redesign of the store front.
2. Restoration of original façade appearance.
3. Repainting or cleaning of the façade and those parts of the building visible from adjacent streets or public areas.
4. Restoration of façade masonry, brickwork or wood and metal cladding.
5. Replacement or repair of cornices, eaves, parapets and other architectural features.
6. Replacement or repair of windows & doors.
7. Replacement or repair of canopies and awnings.
8. Entrance-way modifications including provisions to improve/provide barrier-free accessibility, improvements should be in line with AODA standards.
9. Replacement or repair of signage and/or installation of appropriate new or refurbished signage. This includes signage that is fixed to the buildings face. Signage replacement and/or installation is only permitted through Township approval.
10. Installation, repair or conversion of exterior lighting on the façade.
11. Such other similar improvements to the building exterior as may be approved by the CIAP, assigned Township staff and Township's Chief Building Official (as needed).

#### **Loan:**

- To qualify for an interest free loan the total costs of the improvements must exceed \$5,000.
- The applicant is eligible for an interest free loan of 1/3 (33%) of the improvement costs to a maximum of \$5,000. The interest free loan is repayable, non-interest bearing loan with a maximum amortization of five (5) years commencing immediately upon issuance of a completion notice of the approved project.
- The loan will be secured through a lien placed against the title of the property.
- Loan payments will be deferred for 6 months after the advancement of the funds. Full payment may be made at any time with no penalty. The loan is also transferable to successors in title provided the new owner meets the eligibility criteria and agrees to the terms and conditions of the loan.
- Demolition permits may not be issued for the building unless the loan has been paid in full.

**Grant:**

- The Township will cover 1/3 (33%) of eligible costs up to a maximum grant of \$3,000.
- Before a Township cheque is issued for either the grant or loan, the applicant must submit proof of payment for approved eligible completed work.
- Costs more than the maximum grant and loan shall be the responsibility of the applicant.
- Successful applicants will enter into an agreement with the Township which will outline the specific terms of the loan/grant program.

**Who is Eligible**

- Registered owners, assessed owners and tenants of lands and buildings, and any person to whom such an owner or tenant has assigned the rights for the subject property.
- Only commercial, industrial, or institutional properties are eligible for Façade Improvement Loan and Grant funding.
- Township staff will review property tax records. Property owners who are in arrears of property taxes, local improvement charges or any other municipal accounts receivable on the subject property are not eligible to receive the loan and grant.
- Applicants are permitted to apply for both the Loan and Grant Programs simultaneously.
- Outstanding work orders (building, fire, zoning, etc.) must be satisfied prior to funding approval.

**Applying is Easy****Township Role**

Prior to approving a façade loan and/or grant, Township staff may need to inspect the building to review the condition of the façade and the proposed improvement.

### 3.2.3 Signage Grant

#### **Purpose**

This program applies to the rehabilitation, upgrades, replacement or new commercial permanent ground signage.

#### **Description & General Terms**

The Signage Grant Program is available in the Community Improvement Areas as shown in Map 3-6 through the provision of financial assistance to eligible owners/applicants.

#### **What Can be Done**

Applicants are eligible to apply for program funding, pending compliance with the general requirements and funding availability as approved by Council. The following signage improvements are eligible for a grant under this program:

1. Upgrades or replacement of existing ground signage.
2. Installation of new ground signage.
3. Signage lighting.

All improvements and new signage should follow the design guidelines.

The program only applies to permanent ground signs. Signs attached or supported by a building or structure are not eligible.

#### **Grant:**

- The Township will cover 50% of eligible costs up to a maximum grant of \$1,000.
- Before a Township cheque is issued, the applicant must submit proof of payment for approved eligible completed work.
- Costs exceeding the maximum grant value shall be the responsibility of the applicant.
- Successful applicants will enter into an agreement with the Township which will outline the specific terms of the grant program.

#### **Who is Eligible**

- Registered owners, assessed owners and tenants of lands and buildings, and any person to whom such an owner or tenant has assigned the rights for the subject property.
- Only commercial properties are eligible for signage grant funding.
- Township staff will review the property tax record. Property owners who are in arrears of property taxes, local improvement charges or any other municipal accounts receivable on the subject property are not eligible to receive the grant.
- Outstanding work orders (building, fire, zoning, etc.) must be satisfied prior to funding approval.



## 3.2.4 Landscape Improvement Grant

### **Purpose**

This program applies to hard and soft landscaping on commercial, institutional, and mixed-use properties, with emphasis on the public street edge. Eligible improvements can include plant material, improved parking areas, driveway ingress/egress, decorative walls, and planting strips/beds.

### **Description & General Terms**

The Landscape Improvement Grant Program is available in the Community Improvement Areas as shown in Map 3-5 through the provision of financial assistance to eligible owners/applicants.

#### **What Can be Done**

Applicants are eligible to apply for program funding, pending compliance with the general requirements and funding availability as approved by Council. The following landscape improvements are eligible for a grant under this program:

1. Plant & vegetation removals or clean up.
2. Plant material and planting strips.
3. Curbing or decorative walls.
4. New or upgrades to existing lighting. Lighting must not be attached to the building.
5. Construction of a new outdoor patio or the expansion/upgrades to an existing outdoor patio.
6. Improvements or alterations to parking areas and property ingress/egress points.

#### **Grant:**

- The Township will cover 50% of eligible costs up to a maximum grant of \$1,500.
- Before a Township cheque is issued for the grant, the applicant must submit proof of payment for approved eligible completed work.
- Costs exceeding the maximum grant value shall be the responsibility of the applicant.
- Successful applicants will enter into an agreement with the Township which will outline the specific terms of the grant program.

#### **Who is Eligible**

- Registered owners, assessed owners and tenants of lands and buildings, and any person to whom such an owner or tenant has assigned the rights for the subject property.
- Only commercial or institutional properties are eligible for landscape grant funding.
- Township staff will review property tax records. Property owners who are in arrears of property taxes, local improvement charges or any other municipal accounts receivable on the subject property are not eligible to receive the grant.
- Outstanding work orders (building, fire, zoning, etc.) must be satisfied prior to funding approval.

### 3.2.5 Building Improvement Grant/Loan

#### **Purpose**

The intent of the Building Improvement Grant/Loan is to assist with existing building improvements, to meet the current Building Code, improve accessibility, and to provide for safe and usable eligible spaces. These improvement projects can include structural repairs to walls, ceilings, floors, and foundations, repair/replacement/installation of plumbing, electrical, HVAC, and fire protection systems, interior restoration and design, improvements to accessibility for people with disabilities, as approved by the Township.

#### **Description & General Terms**

The Building Improvement Grant/Loan Program is available in the Community Improvement Areas as shown in Map 3-5 through the provision of financial assistance to eligible owners/applicants. Applicants may choose to apply for either the Grant or Loan Program, or both simultaneously.

As part of its annual budget council will determine the maximum allocation to be made available to this program under this Community Improvement Plan for the current year.

#### **What Can be Done**

Applicants are eligible to apply for program funding, pending compliance with the general requirements and funding availability as approved by Council. The following building restoration and improvements are eligible, but not limited to, for a grant or loan under this program:

- Repair/replacement of roof.
- Structural repairs to walls, ceilings, floors and foundations.
- Repair/replacement of windows and doors.
- Installation/upgrading of fire protection systems.
- Water/flood/weatherproofing.
- Extension/upgrading of plumbing and electrical services.
- Required improvements to heating and ventilation systems.
- Other similar repairs/improvements related to health and safety issues, may be approved by the CIAP, Economic Development and Township's Chief Building Official (as needed).

#### **Loan:**

- The program loans up to 50% of the eligible, costs up to a maximum grant of \$3,500. The interest free loan is repayable, non-interest bearing loan with a maximum amortization of three (3) years commencing immediately upon issuance of a completion notice of the approved project.
- The loan will be secured through a lien placed against the title of the property.
- Loan payments will be deferred for 6 months after the advancement of the funds. Full payment may be made at any time with no penalty. The loan is also transferable to successors in title provided the new owner meets the eligibility criteria and agrees to the terms and conditions of the loan.
- Demolition permits may not be issued for the building unless the loan has been paid in full.

#### **Grant:**

- The Township will cover 50% of eligible costs up to a maximum grant of \$2,000. The grant will be processed upon receipt of additional permit fees and issuance/approval of permits, variances or development charges.
- Proposed works must comply with all applicable By-Laws, codes and guidelines.
- Township contributions will be issued only after the project is completed and approved.

### **Who is Eligible**

- Only commercial properties are eligible for grant funding.
- Applicants for the Building Improvement Grant/Loan may be the registered owners, assessed owners and tenants of lands and buildings, and any person to whom such an owner or tenant has assigned the rights for the subject property.
- Township staff will review property tax records. Property owners who are in arrears of property taxes, local improvement charges or any other municipal accounts receivable on the subject property are not eligible to receive the grant/loan.
- Outstanding work orders (building, fire, zoning, etc.) must be satisfied prior to grant approval.

## **3.2.6 Residential Intensification Grant/Loan**

### **Purpose**

This program is intended to promote new residential units through construction or renovation of existing residential units. Renovation of existing units must comply with the latest edition of Building Code, Fire Code, and Property Standards By-Law. This can also include the conversion of vacant space to a mixed-use building or infill of vacant lots.

### **Description & General Terms**

The Residential Intensification Grant/Loan Program is available in the Community Improvement Areas as shown in Map 3-5 through the provision of financial assistance to eligible owners. Applicants may choose to apply for either the grant or loan Program. The grant/loan may be used for rental units or private ownership. The Township may require applicants to submit additional information to illustrate the impact of new or converted residential units (ie. traffic, building height, orientation etc.).

### **What Can be Done**

Applicants are eligible to apply for program funding, pending compliance with the general requirements and funding availability as approved by Council. The following residential renovations and developments are eligible for a grant or loan under this program:

- Renovation of existing residential units in a mixed use building to bring units into compliance with the most current Building Code, By-Laws, Fire Code, etc.
- Conversion of surplus building space on upper stories of commercial or mixed use building, to include one or more additional self contained residential units.
- Conversion of surplus building space of ground floor commercial or mixed use building, to include one or more additional self contained residential units. The conversion of ground floor commercial space that fronts streets/roads will not be eligible.
- Intensification of existing commercial or residential buildings, where one or more additional self contained residential units are added.
- Intensification of vacant lots to mixed or residential use, where two or more self contained residential units are created.

### **Loan:**

- The program loans \$10 per square foot of renovated or constructed habitable floor space, up to a maximum of \$5,000 per unit and maximum two units per property (total maximum of \$10,000 per property loan).
- The loan can be increased by \$5 per square foot, to a total of \$15 per square foot of renovated or constructed habitable floor space for affordable units (definition of 'affordable' rental costs or sale price to be determined by the Township), so a maximum of \$7,500 per unit and maximum of two units per property.

- The interest free loan is repayable, non-interest bearing loan with a maximum amortization of three (3) years commencing immediately upon issuance of completion notice of the approved project. The full loan term will apply to rental units.
- Loan payments will be deferred for 6 months after the advancement of the funds. Full payment may be made at any time with no penalty. The loan is also transferable to successors in title provided the new owner meets the eligibility criteria and agrees to the terms and conditions of the loan.
- For ownership units, the loan may apply to buildings under the Condominium Act. If a loan is used for ownership units, the outstanding loan amount will be due at time of unit sale closing.
- The loan will be secured through a lien placed against the title of the property.
- Demolition permits may not be issued for the building unless the loan has been paid in full.

**Grant:**

- The program grant \$5 per square foot of renovated or constructed habitable floor space, up to a maximum of \$2,500 per unit and maximum two units per property (total maximum of \$5,000 per property).
- The grant can be increased by \$5 per square foot, to a total of \$10 per square foot of renovated or constructed habitable floor space for affordable units (definition of ‘affordable’ rental costs or sale price to be determined by the Township), so a maximum of \$5,000 per unit and maximum of two units per property.
- To ensure residential units remain affordable, the Township may require the applicant to post a security against the title of the property, as a condition of the grant or loan approval.

**Who is Eligible**

- Registered owners, assessed owners or any person to whom has assigned the rights for the subject property.
- Only commercial or residential properties are eligible for Residential Intensification Grant/Loan funding.

**3.2.7 Energy Efficiency Retrofit Grant/Loan**

**Purpose**

This program is intended to promote and encourage existing property owners to upgrade structural, electrical or other utilities with the intended purpose of improving the energy efficiency of commercial, mixed-use, or institutional buildings.

**Description & General Terms**

The Energy Efficiency Retrofit Grant Program is available in the Community Improvement Areas as shown in Map 3-6 through the provision of financial assistance to eligible owners/applicants.

**What Can be Done**

Applicants are eligible to apply for program funding, pending compliance with the general requirements and funding availability as approved by Council. The following energy efficiency improvements are eligible for a grant and loan under this program:

1. Replacement of existing heating or central air-conditioning systems with Energy Star systems.
2. Replacement of doors, windows, and skylights with Energy Star units.
3. Replacement of existing hot water systems with energy efficient systems.

4. Upgrades to insulation in attics, exterior walls, basements, and crawl spaces.
5. Installation of small-scale renewable energy generation systems.
6. Similar improvements maybe approved, but applicant must demonstrate how proposed works improve building energy efficiency. Approval is at the discretion of the Township and CIAP.

Applicants who have applied for a façade improvement grants/loan and/or the building improvement loan, will not be eligible for the energy efficiency grant/loan, where there is an overlap or duplication of proposed work and improvements.

Applicants will need to demonstrate the efficiency improvements or potential results from the proposed works (ie. current energy bills, comparison of old vs. new units/systems, etc.).

Grants and loans will be provided on a one-time basis to each applicant and approved project.

**Loan:**

- The program loans up to 50% of the eligible, costs up to a maximum grant of \$3,000. The interest free loan is repayable, non-interest bearing loan with a maximum amortization of three (3) years commencing immediately upon issuance of completion notice of the approved project.
- The loan will be secured through a lien placed against the title of the property.
- Loan payments will be deferred for 6 months after the advancement of the funds. Full payment may be made at any time with no penalty. The loan is also transferable to successors in title provided the new owner meets the eligibility criteria and agrees to the terms and conditions of the loan.
- Demolition permits may not be issued for the building unless the loan has been paid in full.

**Grant:**

- The Township will cover 50% of eligible costs up to a maximum grant of \$1,500. The grant will be processed immediately upon receipt of the fees by the Township. Permit fees are payable at the time of issuance of permits, variances or development charges with the Community improvement Area.
- Proposed works must comply with all applicable By-Laws, codes and guidelines.
- Township contributions will be issued only after the project is completed and approved.

**Who is Eligible**

- Registered owners, assessed owners and tenants of lands and buildings, and any person to whom such an owner or tenant has assigned the rights for the subject property.
- Only commercial, industrial, or residential properties are eligible for Energy Efficiency Retrofit Grant/Loan funding.

### 3.2.8 Planning & Building Application/Permit Fees Grant

#### **Purpose**

The intent of the Planning & Building Application/Permit Fees Grant program is to reduce the cost of improvements by offering an incentive grant for any required planning application fees (e.g. minor variance), building permit fees; a successful applicant may receive a grant equivalent to;

- building permit fees; and,
- planning fees.

#### **Description & General Terms**

The Planning & Building Application/Permit Fees Grant Program is available in the Community Improvement Areas as shown in Map 3-6 through the provision of financial assistance to eligible owners/ applicants.

- As part of its annual budget council will determine the maximum allocation to be made available to this program under this Community Improvement Plan for the current year.
- The maximum grant amount that an applicant can receive for fee and charge relief is capped at \$1,500. The Township will pay up to 100% of the eligible costs up to the maximum of \$1,500. The grant will be processed immediately upon receipt of the fees by the Township. Permit fees are payable at the time of issuance of permits, variances or development charges within the Community Improvement Area.

#### **Who is Eligible**

- Applicants for the Planning & Building Application/Permit Fees Grant may be the registered owners, assessed owners and tenants of lands and buildings, and any person to whom such an owner or tenant has assigned the rights for the subject property.
- Township staff will review property tax records. Property owners who are in arrears of property taxes or any other municipal accounts receivable on the subject property are not eligible to receive the grant.
- Outstanding work orders (building, fire, zoning, etc.) must be satisfied prior to grant approval;
- Only commercial or industrial properties are eligible for grant funding.
- Township contributions will be issued only after the project is completed and approved.
- Proposed works must comply with all applicable By-Laws, codes and guidelines.

### 3.2.9 Tax Increment Equivalent for Rehabilitation and Redevelopment (TIERR) Grant

#### **Purpose**

This program is meant to stimulate and promote the rehabilitation of existing buildings and the redevelopment of vacant or under-developed sites in the community improvement project areas. The program provides property owners an incentive grant that pays a portion of the local taxes over 5 years due to a tax increase attributable to property improvements and a revised assessment.

#### **Description & General Terms**

The program would provide a grant to owners who undertake improvements or redevelopment that would result in an increased property assessment. The increase in taxes, or tax increment is calculated by subtracting the Township portion of property taxes before reassessment from the Township portion of property taxes after reassessment. The tax increment does not include any increases/decrease in municipal taxes due to a general tax rate increase/decrease, or a change in assessment for any other reason.

- This grant program offers a tax grant of 80% of the increase in Township realty taxes for a period of five (5) consecutive years. After the third year and in subsequent years, the municipal portion of the property taxes must be paid in full, and no further grant will be paid.
- The amount of the tax increment equivalent grant is equal to the difference between the Township portion of the property tax prior to remediation, rehabilitation and/or redevelopment and the Township portion of property taxes after the remediation, rehabilitation and/or redevelopment project. This is based on assessment increase due to rehabilitation/redevelopment.
- The duration will be a maximum of three consecutive years from the date to be specified in a site-specific by-law governing the implementation of this program for any given property.
- The registered owner of the property must file intent to participate in this program within the prescribed period of the CIP.
- The program does not apply retroactively.
- A "filing of intent" cannot be accepted for any property which has already been completed and reassessed.
- The total amount of the grant shall not exceed the eligible costs specified in this CIP.

#### **Who is Eligible**

- Applicants for a TIERR Grant Program may only be the registered owners or whomever pays property tax for the subject property.
- Township staff will review property tax records. Property owners who are in arrears of property taxes, local improvement charges or any other municipal accounts receivable on the subject property are not eligible to receive the grant.
- Outstanding work orders (building, fire, zoning, etc.) must be satisfied prior to funding approval.
- Only commercial properties are eligible for this program's funding.
- Township contributions will be issued only after the project is completed and approved.

#### **Applying is Easy**

##### **For Applicants- What To Do**

- The property owner submits a Letter of Intent indicating the owner's intent in participating in the TIERR Grant Program.
- In order for a project to qualify, the proposed project must be in compliance with the Township's Zoning By-law, Official Plan, the Ontario Building Code, and any applicable guidelines established by the Township.

### **Township Support**

- The process will be managed by the assigned Township staff (eg. Chief Building Official, economic development, etc.) as well as recommendation from the CIAP.
- The CIAP reviews the proposed project on its merits and will approve, or otherwise, the assistance in principle.
- The Township will produce a Financial Assistance Agreement documenting anticipated assistance, including assistance from other programs as may be relevant, and obligations on the part of both the owner and the Township.
- The agreement will be approved by passing by By-Law.

### **Once Approved**

- This commitment agreement represents a site specific funding agreement which will be implemented once the property is reassessed.
- On completion of the project, if the Notice of Reassessment shows an increased assessment, and if the construction complies with all applicable program guidelines established by the Township (including verification of eligible costs), the owner and the Township will implement the site specific funding agreement.
- The site specific funding agreement will stipulate the pre-improved and post-improved assessed value, applicable municipal tax rate of that year, the amount of the grant in that year.
- The method to be used to calculate the grant in the subsequent five (5) years using municipal tax rates to be determined in each of those years, and the anticipated delivery dates of the grant. The grant will only be paid following confirmation that taxes owing each year specified in the Financial Agreement have been paid in full.

### **Required Documentation**

A Letter of Intent for this program will contain the following:

- Name, address and phone number of the owner;
- Municipal address of the subject property;
- Legal description of the subject property;
- Assessment roll number of the subject property;
- Property owner's signature;
- Detailed drawings or renderings acceptable to the Township drawn to scale, illustrating the nature, extent, location and appearance of the work to be undertaken;
- Such renderings will show, where applicable:
  - building materials to be used;
  - interior and / or exterior colour (for walls, brick, stone, etc);
  - signage detailing;
  - exterior and / or interior lighting;
  - architectural detailing;
  - door and window style and detailing, awnings; and,
  - details relating to exterior and / or interior renovations or remodeling.

The Financial Assistance Agreement for this program will state the following:

- The rehabilitation or redevelopment of the building or land must result in an increased assessment of the property.
- Building permit must have a minimum construction value of \$5000 in order for project to qualify.
- The pre-improved assessed value of the property will be the value of the property on the date of application for the building or demolition permit.
- The total amount of the grant shall not exceed the eligible costs specified in this CIP.



- Issuance of a demolition permit for a property which has participated in the TIERR Grant Program is at the discretion of the Township for the five-year period following the project's completion.
- If the property is demolished, in whole or in part, before the expiration of the grant period, the grants shall stop and all previously received grant payments will be repayable to the Township.
- The program will be available to owners of properties, or their assignees. The agreement to provide assistance will only be with the registered owner of the property. The Financial Assistance Agreement between the Township and the owner shall provide for the grant to be paid to an assignee of the owner, as required.
- Participants of the TIERR Grant Program are eligible to apply to any other financial program applicable to the Community Improvement Project Area.
- The subject property shall not be in a position of tax arrears.
- Outstanding work orders on the property must be completed by the time of completion of the project. If they are not, the grant will be withheld.
- Improvements made to any buildings or lands will be in accordance with a Building Permit, the Ontario Building Code, all applicable Zoning requirements, and any applicable design guidelines, as established by the Township.
- An owner can participate in the TIERR Grant Program more than once.
- The Financial Assistance Agreement is transferable. Should a subject property be sold before the grant period lapses, the grant will continue for the prescribed time-frame, provided that notice from the owner is given to the Township, indicating the details of the transfer of title.
- The Financial Assistance Agreement can be registered on title, at the discretion and cost of the owner, to serve as notice to future purchasers or potential property interests.
- Construction must be completed within two years after the date of issuance of the building permit. Extensions may be accepted by the assigned Township staff at their sole discretion.
- The date of commencement of tax-based grant assistance will be specified in a municipal by-law which sets out the basis for application of this program to a specific property. (The date of commencement is at the discretion of the Township, but will not commence prior to reassessment of the property as a result of partial or full redevelopment as relevant in the circumstances).
- The TIERR Grant Program is not retroactive. Any construction commenced before a Financial Assistance Agreement is issued by the Township is ineligible for the program. However, those construction projects for which a building permit will be issued in the current year and for which approval for use and occupancy has not been issued by the Chief Building Official will be eligible, provided that a Financial Assistance Agreement is issued by the Township prior to the earlier of: approval for use and occupancy, or issuance of a Notice of Reassessment by MPAC respecting assessment changes resulting from the construction, and provided that all other criteria of this Program are met.
- There is no guarantee that a specific improvement will increase property assessment. Consequently, there are no eligible improvement projects that will guarantee a grant from the TIERR Grant Program. The grant depends upon the extent of the construction, and the approach and results of the Municipal Property Assessment Corporation reassessment.
- All conditions of this program shall be met for the grant to be received. Final decisions on applications and allocation of funds have been delegated to the Township. The applicant, however, is afforded an opportunity to appeal the decision of the Township to Council through the Clerk.
- The total of the grants and loans made in respect of particular lands and buildings, and the tax assistance defined in Section 365.1 of the Municipal Act, 2001, that is provided in respect of the lands and buildings shall not exceed the eligible cost of the community improvement plan with respect to those lands and buildings.

### 3.2.10 Design & Study Grant

#### **Purpose**

This program provides financial assistance to prepare professional architectural/engineering drawings, site plan control drawings, and design studies.

#### **Description & General Terms**

The Design Study Grant Program is available in the Community Improvement Areas as shown in Map 3-5 through the provision of financial assistance to eligible owners/applicants.

- The Township will cover 50% of eligible costs up to a maximum grant of \$2,500.
- Studies and drawings must comply with all applicable By-Laws, policies, codes and guidelines.
- Electronic and hard copy of all studies and drawings must be submitted to the Township for review and official records.

#### **What Can be Done**

The Design & Study Grant Program is available in the Community Improvement Areas as shown in Map 3-5 through the provision of financial assistance to eligible owners/applicants. The following studies are eligible for a grant under this program:

- Architectural/engineering drawings;
- Site plan drawings;
- Design studies;
- Environmental plans/studies; and,
- Structural analyses.

#### **Who is Eligible**

- Registered owners, assessed owners and tenants of lands and buildings, and any person to whom such an owner or tenant has assigned the rights for the subject property.
- Only commercial, industrial or institutional properties are eligible for funding.
- Township staff will review property tax records. Property owners who are in arrears of property taxes, local improvement charges or any other municipal accounts receivable on the subject property are not eligible to receive funding.
- Outstanding work orders (building, fire, zoning, etc.) must be satisfied prior to funding approval.


# 3.3 CIP Budget & Financing

## BUDGET & FINANCING

Through the power of partnerships between private owners and the Township, these programs offer potential to create change. Generally, the goal of these programs is to breathe new life into rural communities, make more opportunities to develop skills, and improve access to healthful lifestyles.

Council will establish an annual budget for the related grants, loans and leadership projects. The annual budget amount and distribution among the programs is at the discretion of Council and the CIP advisory committee. The programs should be reviewed annually on an as-required basis, and may be subject to fund replenishment through repayment of the loan portion of the loan and grant program(s). Availability of funding will also fluctuate, depending on annual budgets and program participation. There may be potential additional funding from OMAFRA's Rural Economic Development (RED) program and the Ministry of Tourism and Culture.

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# Section 4.0: Implementation

# 4.1 Implementation

## Authority

This Community Improvement Plan will be implemented through the provisions of Section 28 of the Planning Act, Section 365.1 of the Municipal Act 2001 and Section 7.25 of the Peterborough County Official Plan.

Council of the Township of North Kawartha passed By-Law \_\_\_\_\_ being a By-Law to designate the Community Improvement Plan Area respecting the redevelopment, revitalization, prosperity and beautification of its Burleigh Falls, Woodview, Big Cedar, and Apsley communities.

## Delegation

The overall implementation of the grant and loan programs, including liaison with the Ministry of Municipal Affairs and Housing, shall be the responsibility of the assigned Township staff member(s) of the Township of North Kawartha.

## Administration

The grant and/or loan programs will be administered on a first come, first served basis to the limit of the available funding in accordance with any administrative rules governing this and other grant or loan programs. The Township's Community Improvement Plan will be reviewed by the assigned Township staff member(s) every six (6) months to one (1) year.

## 4.2 Recommendations

The following recommendations outline additional actions and projects the Township could undertake in support of the CIP. The recommendations are a result of repeated community concerns, site observations, and other documents and master plans. Recommendations are broken down into two categories, CIP or community focused. Each recommendation is also accompanied by the correlated supporting tool or program outlined in the CIP, plus a general time-frame for action. The time-frames follow:

Short	S (1-2 years)
Medium	M (2-5 years)
Long	L (5+ years)
On-going	
N.A.	Not Applicable

Table 4: Recommendations

Recommendation	Tool/Program	Time-Frame
<b>CIP RECOMMENDATIONS</b>		
<b>CIP Review &amp; Update</b> - The Township should consider an overall review of the CIP, CIPA's, programs and results every 5 years. If identified as required, the Township should seek an official update/ amendment to the CIP.	N.A.	L (5 yr. +)
<b>Program Implementation</b> - The Township should consider an overall approach to which programs will be offered, when, and what is a reasonable annual funding budget. Consideration should include which programs will produce changes that are evident from the public realm or changes that are less apparent to the general public.	All programs	On going
<b>Monitoring, Evaluation &amp; Marketing</b> - The Township should adopt a CIP monitoring, evaluation and marketing system.	Refer to sections 4.3 & 4.4	Immediate/ S (1-2 years) On going
<b>COMMUNITY RECOMMENDATIONS</b>		
<b>Gateway &amp; Signs</b> - The Township should consider an overall gateway & sign strategy. Public consult revealed a need to 1) identify North Kawartha communities, 2) need to draw people off the highway, and 3) business identification to highlight businesses along the highway. There are two stages to gateways and signs; <ol style="list-style-type: none"> <li>1. Gateway &amp; Wayfinding Strategy: the Township is currently involved with Peterborough &amp; the Kawarthas Economic Development Wayfinding Strategy.</li> <li>2. Fabrication &amp; Implementation</li> </ol>	<b>Leadership Program:</b> Gateway Signage and Signage Improvement	M (2-5 yrs)

Recommendation	Tool/Program	Time-Frame
<p>Streetscape Design</p> <ul style="list-style-type: none"> <li>- A streetscape design could address several concerns from the public meeting and provide additional information to the landscape program. Streetscape designs can address solutions for Apsley's mountable curbs and sidewalk safety, develop an overall concept for the communities using the same North Kawartha theme, provide ideas how private lands adjacent to the street could use the landscape program, and provide ideas how to collaborate with the County of Peterborough and MTO to integrate other design and safety options. Development of streetscape design guidelines would then help inform overall road improvements.</li> </ul>	<p><b>Leadership Program:</b> Design Guidelines &amp; Streetscape, Pedestrian Crossing and Roadway Improvements</p>	<p>M (2-5 yrs) On going</p>
<p>Parks and Open Space</p> <ul style="list-style-type: none"> <li>- The quality of parks, recreation and nature was often listed as an asset among community members. The development of an overall vision and master plan would help guide public input and service club initiatives. There was also indication Eels Creek is an under utilized asset and has potential for additional open space.</li> </ul>	<p><b>Leadership Program:</b> Open Space Improvement</p>	<p>On going L (5 yr. +)</p>
<p>Traffic Study</p> <ul style="list-style-type: none"> <li>- One of the largest concerns among the public consultation revolved around the safety of Hwy 28 and cars accessing businesses. The Township should work with the MTO to investigate if there are any solutions to resolve safety issues on the Highway, especially in the CIPA's where economic development is encouraged.</li> </ul>	<p><b>Leadership Program:</b> Streetscape, Pedestrian Crossing and Roadway Improvements</p>	<p>L (5 yr. +)</p>



# 4.3 Monitoring & Evaluation

## Purpose

Monitoring and evaluation of the CIP is equally critical as the programs themselves. Community Improvement Plans are not intended to be rigid documents, rather they are intended to be a proactive plan for community revitalization and renewal and economic improvements. Continual review and evaluation of the CIP and the associated programs will aid the Township to remain current with program use and needs of the community.

## Collect & Review Data

The financial incentive program participation, performance and changes within the public realm should be collected, documented and reviewed on a regular basis. Program participant feedback is another component to be considered in the review process. All participation and performance results should be reported back to Council annually, prior to the upcoming annual budget cycle.

Certain criteria should be recorded to ensure programs are consistently monitored and evaluated. The annual recorded evaluation criteria, per program, can include the following:

- Annual program funding value.
- Annual amount of funding distributed to applicants.
- Number of applicants & funding per application.
- Participants assessed property value or property taxes, before and after improvements.
- Annual applicant defaults/non-compliance & funding amount.

Table 5 Monitoring & Evaluation Criteria outlines monitoring and evaluation criteria that should be considered for each specific programs.

Program	Monitoring & Evaluation Criteria
Façade Improvement Grant/Loan	<ul style="list-style-type: none"> <li>- Façade type receiving improvement (front, side, or rear) and type of proposed work;</li> <li>- Total value of completed work (construction costs); and</li> <li>- Photo documentation of improvements.</li> </ul>
Signage Grant	<ul style="list-style-type: none"> <li>- Type of proposed signage work (new or existing upgrade);</li> <li>- Total value of completed work (construction costs); and</li> <li>- Annual applicant defaults/non-compliance &amp; funding amount.</li> </ul>
Landscape Improvement Grant	<ul style="list-style-type: none"> <li>- Type of proposed landscape improvement work (vegetation, ingress/egress, parking lot, etc.); and</li> <li>- Total value of work (construction costs).</li> </ul>
Building Improvement Grant/Loan	<ul style="list-style-type: none"> <li>- Type of proposed work (interior &amp; exterior, structural or system related); and</li> <li>- Total value of completed work (construction costs).</li> </ul>

Program	Monitoring & Evaluation Criteria
Residential Intensification Grant/ Loan	<ul style="list-style-type: none"> <li>- Type of proposed work, renovation of existing units, or development of new units in existing building, or new building;</li> <li>- Total number of new units and square footage of new units; and</li> <li>- Total value of completed work (construction costs).</li> </ul>
Energy Efficiency Retrofit Grant/Loan	<ul style="list-style-type: none"> <li>- Type of proposed work (windows, systems, etc.);</li> <li>- Efficiency improvements; and</li> <li>- Total value of completed work (construction costs).</li> </ul>
Planning & Building Application/ Permit Fees Grant	<ul style="list-style-type: none"> <li>- Type of application or fee; and</li> <li>- Record if the application/ permit fee grant was used in conjunction with another grant.</li> </ul>
Tax Increment Equivalent for Rehabilitation and Redevelopment (TIERR) Grant	<ul style="list-style-type: none"> <li>- Type of development or improvement subject to tax increase.</li> </ul>
Design & Study Grant	<ul style="list-style-type: none"> <li>- Type of proposed study &amp; cost for professional services; and</li> <li>- Record of studies that could segue into the use of another CIP program.</li> </ul>

## Program Adjustments & Future Revisions

The financial incentive programs within this Plan can be activated or deactivated by the Township of North Kawartha Council without an official amendment to this CIP. The Township may review and conduct minor changes to incentive terms and requirements within this Plan, without official amendment to this CIP. Any minor changes or discontinuation of incentives must be provided to the Minister of Municipal Affairs for information purposes.

In accordance with Section 28 of the Planning Act, any funding increases through financial incentives, new incentives, or alteration of the CIPA requires a formal amendment to this Plan.

# 4.4 Marketing

## Primary Objective

A successful CIP requires the host Township to initiate and deliver actions, improvements, and outreach to the public. Effective communication is required to attract, deliver, and perpetuate incentive program participation and activity within the CIPA. Without communication, Township lead action, or improvements, CIP's often have limited participation from the public. The intent of this marketing chapter is to provide guidance how the Township can start advertising and outreach.

Under the leadership program Marketing Communications and Promotion Strategy, it is recommended the Township allocate budget that supports:

1. Outreach that provides the public direction how to gather information about the available programs, guidelines, application forms, and available Township assistance in regards to application submission and eligibility.
2. Promotion of the available programs, including programs with limited applications or activity.
3. Information distribution to property and business owners and the public about the Township's planned improvements to the public space.
4. Publication of success stories within the CIPA and how people have used the available programs.

## Marketing Tools

The marketing campaign for the CIP needs to include print and multi-media formats. Various marketing formats are necessary to capture a diverse range of generations and users. The tools used for marketing must ensure the information is easily accessible, clear, and consistent. Marketing tools can include;

1. The Township website where the public can find basic information; how to apply, application forms, and program information. It is key that information is easy to find on the website and in a clear location. A direct link from the Township website home page could be provided at minimum for the first year of the CIP.
2. Print information, brochures, and handouts that outline the basic information, how to apply, and program information. Print information can be sent out with other annual municipal publications to properties within the CIPA.
3. An initial publication mail out that outlines the CIP and how people are able to use the incentive programs.
4. Profile highlights and media releases that outline success stories that use the incentive programs. This can be posted on line, included in program brochures, or new letters.
5. Educational sessions, workshops and seminars, outlining the process. Input from successful applications would be beneficial from other applicants.

# Conclusion

Overall, North Kawartha's Community Improvement Plan includes CIPA's for Apsley, Woodview, Big Cedar, and Burleigh Falls. These three community improvement areas are eligible for the outlined financial assistance programs, at the discretion of Council dedicated funding. The programs combined with the CIPA's are intended to promote revitalization, redevelopment, new development and overall pride within the North Kawartha communities. The success of the CIP will be dependent on the Townships activity and involvement with participation and advertising. The Township will also need to actively promote and participate with the leadership programs and activities that contribute to the overall improvement of the Township.

# Appendix

**Draft Façade Application Form (example)**

**Public Meeting Ads**

**SWOT Analysis - Full Comments**

**Boundary Exercise**

**Theme Exercise Panels**

**Theme Comments**



## Façade Improvement Loan and Grant Program Application Form

The purpose of this program is to encourage façade improvements for privately own commercial building in the Township of North Kawartha's Community Improvement Areas. Grant and/or loan assistance is provided in the form of an interest free loan, which is paid upon completion of the previously approved work(s). This program offers a grant or loan for eligible work to a maximum limit of \$ TBD per property. Please review the specific program terms and conditions found in the Community Improvement Plan.

Application Number (assigned by staff):	
Date Application Received:	

### PROPERTY INFORMATION

Municipal Address	Street Num:	Street Name:	Unit Num:
Commercial Name (if applicable):			
Registered Plan Number:	Registered Plan Lot/ Block No.		

### OWNER and APPLICATION FORM

Property Owner Information (check one)		Person(s)	Company
Registered Land Owner:	Surname:	First Name:	
Name:	(if company)	Company Officer	
Address:	Street No:	Street Name:	Unit Num:
Municipality:	Province:		Postal Code:
Telephone:	No: ( )	Fax: ( )	Email:

#### Applicant Information (if different than Owner):

Registered Land Owner:	Surname:	First Name:	
Name:	(if company)	Company Officer	
Address:	Street No:	Street Name:	Unit Num:
Municipality:	Province:		Postal Code:
Telephone:	No: ( )	Fax: ( )	Email:

I hereby make the above application for a Façade Improvement Loan and Grant, declaring all the information contained herein is true and correct, and acknowledging the Township of North Kawartha will process the application based on the information provided.

Signature:	Title:
Printed Name of Signatory:	Date:

The personal information on this form is collected under the legal authority of the Planning Act, Section 2. The personal information will be used for determining your eligibility for a grant/loan. if you have any questions about the collection, please contact the Clerk-Administrator at \_\_\_\_\_.

## DESCRIPTION OF IMPROVEMENTS

- Please provide a detailed, written description of the proposed improvements. Attach one (1) copy of a prepared sketch showing the proposed improvements.

SAMPLE

## SUPPORTING MATERIALS, DRAWINGS & PHOTOGRAPHS

- Please attach a photograph of the existing facade/signage.
- Please provide sketches and drawings of proposed work.



Community Improvement Plan  
Public Meeting

# YOU'RE INVITED!



North Kawartha's  
Community Improvement  
Plan

## Public Meeting



**Thursday, May 3rd, 2018**  
**7- 8:30 pm**

At the  
**North Kawartha Community Centre,**  
340 McFadden Road, Apsley, ON

**This is an 'open house' community session hosted by the Township of North Kawartha to aid the development of a Community Improvement Plan (CIP).**

**This session will provide information on Community Improvement Plans, help identify CIP project areas, and how a CIP will help North Kawartha's villages and hamlets.**

**All are welcome!**

*Information by calling Stempski Kelly Associates Inc. @ 519-787-4313*

Community Improvement Plan  
Design Workshop

# YOU'RE INVITED!



North Kawartha's  
Community Improvement  
Plan

## Design Workshop



**Monday June 11<sup>th</sup>, 2018**  
**7pm - 8:30pm**

At the  
**North Kawartha Community Centre**  
(340 McFadden Rd., Apsley, ON)

This is a 'design workshop' community session hosted by the Township of North Kawartha to aid the development of a Community Improvement Plan (CIP).

This session intends to gather community input on design ideas and concepts that will inform the aesthetic of North Kawartha's CIP areas.

All are welcome!

Information by calling Stempski Kelly Associates Inc. @ 519-787-4313  
Or by emailing [melissa@ska-design.ca](mailto:melissa@ska-design.ca)



### North Kawartha's Proposed Community Improvement Plan Public Meeting

**TAKE NOTICE** that the Township of North Kawartha will hold a public meeting on **Tuesday, October 2nd, 2018** starting at 9:30 a.m. at the North Kawartha Municipal Office (280 Burleigh Street, Apsley, ON) to consider a Community Improvement Plan (CIP) pursuant to the provisions of the Ontario Planning Act.

The proposed CIP will assist to maintain and rehabilitate the downtown Community Improvement Area for the Apsley, Burleigh Falls, and Woodview communities. Maps showing the exact locations of the Community Improvement Areas are available at the Township of North Kawartha's Offices.

The proposed CIP allows for ten (9) financial assistance programs to registered owners, tenants of land and buildings within the Community Improvement Areas that will assist with building façade & property improvements, building improvements and efficiency, planning & building application fees, tax assistance, and design studies.

**ANY PERSON** may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed CIP.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Township of North Kawartha before the proposed CIP is adopted, the person or public body is not entitled to appeal the decision of the Council of the Township of North Kawartha to the Local Planning Appeal Tribunal.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Township of North Kawartha before the proposed CIP is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

If you wish to be notified of the adoption of the proposed CIP, you must make a written request to Alana Solman, the CAO for The Township of North Kawartha and such request must include the name and address to which such notice should be sent.

**ADDITIONAL INFORMATION** relating to the proposed CIP is available for inspection, during office hours 9:00 a.m. to 4:30 p.m. at the Township of North Kawartha, 280 Burleigh Street, Apsley, ON, K0L 1A0. Telephone: 705-656-4445.

Community Improvement Plan  
Statutory Public Meeting

# YOU'RE INVITED!



North Kawartha's  
Community Improvement  
Plan

## Statutory Public Meeting



**Monday, September 10<sup>th</sup>, 2018**  
**7pm - 8:30pm**

At the  
**North Kawartha Community Centre**  
(340 McFadden Rd., Apsley, ON)

This session will consist of a short presentation followed by a self facilitated review of the CIP, programs, and recommendations for the defined Community Improvement Areas.

Comments and ideas will be collected for the CIP draft.  
The proposed CIP is available for inspection August 21<sup>st</sup> to September 10<sup>th</sup>, during office hours 9:00 a.m. to 4:30 p.m. at the Township of North Kawartha

All are welcome!

Information by calling Stempski Kelly Associates Inc. @ 519-787-4313  
Or by emailing [melissa@ska-design.ca](mailto:melissa@ska-design.ca)

## SWOT Analysis- Full Comments

### Burleigh Falls

#### Strength

- Lodging is available
- Scenic view
- One main road
- Lock brings traffic
- Place to stay at Burleigh falls
- 2 restaurants
- Major transportation route
- No alternative route
- Scenery
- Boat traffic
- Closer to urban centre
- Buildings in good shape, market – just redone
- Affluent population
- On the Trent severn waterway
- Burleigh lodge
- Locks

#### Weakness

- No public washrooms identified
- No signage
- Inconsistent hours Burleigh lodge
- Traffic bottleneck
- No attractions at the Burleigh lodge (beach)
- Limited hours of operation for businesses
- No much space for businesses
- Need to increase opps
- Burleigh lodge always closed

#### Opportunity

- To learn from their clean water system 'Burleigh falls inn'
- Shoulder season accommodation
- Main thoroughfare
- Develop canoe/kayak through rapids

#### Threat

- Floods
- People drive through not stopping

### Glen Alda

#### Strength

- Crowe/deer rivers
- Playground
- Affordable living
- Golf course
- Relation to Chandos lake
- The gut
- Quant
- Community centre

- Golf course
- Charming community centre

#### Weakness

- Distant geographical location
- Only business shut down
- Lacking resources
- Distance from town centre creates feeling of isolation/not part of community
- Deserted buildings falling apart
- Needs a commercial presence
- Complications with township boundaries
- Aging population
- Bridge too narrow
- No business on main road
- Very small main store closed
- 

#### Opportunity

- Store 'Glen Alda Mall'
- Community centre / playground
- Recreational activities
- Vacant land available for potential development
- Lots of space
- Official bicycle route
- Strong connection w Coe hill
- Commercial land available
- Previous store/bakery

#### Threat

- Wollaston/North Kawartha boarder issue (bussing)
- Distance from medical care
- Water/flooding issue
- Looks abandoned
- Very old community that has little offer

#### Stonyridge

##### Strength

- Close to quarry bay beach & petroglyphs
- Beautiful
- Petroglyphs
- Affluent area
- Snowmobile trail
- Quarry bay beach
- Petroglyphs
- ATV/snow mobile trails
- Natural setting/drive
- High falls

##### Weakness

- Lack of signage for road conditions
- Need signs warning of deer
- Drain bro's gravel trucks
- Little room for development
- No one knows it is called Stonyridge or a part of North Kawartha

## Opportunity

- Signage so we know its stonyridge
- Provide signage to library, community centre, tennis courts, ball fields, playground at 28 Northy's Rd.
- Better signage to provide directions to locations such as the petroglyphs
- Signs
- Promote it's part of North Kawartha
- Opportunity @ former pilgrims rest B&B campgrounds

## Threat

- Big trucks drive fast and dangerous
- Mine/environmental damage
- Noise pollution
- Without signage people not aware of all the facilities may decide not to invest buy property
- Never heard of Stonyridge
- Only local store owned/operated by aging person (closure potential)
- Limited support from township for development

## Apsley

### Strength

- Gas station
- Grocery store
- \$ store
- Beautiful creek canoe RTE
- Good emergency services, medical centre services
- Municipal facilities
- Businesses are great- pharmacy, liquor, gift
- NKCC
- Subdivision area
- NKCC facility
- Great outdoor activities / recreational activities
- Free public wifi
- Lions park
- World class design/construction for cottage properties & docks
- Partially developed downtown core
- Good infrastructure amenities (school & libraries)
- Accessible VIA hwy 28
- Close enough to Peterborough to commute
- Home Hardware—very good
- Co-opetition auto service share expensive equipment, but still compete
- Have a full service community, school, library, real estate, repair, pharmacy, NKCC
- Fitness centre
- Amenities & services, environment recreation, hub of the community

### Weakness

- No accommodations
- Isolated from hwy 28
- Employment opps
- Public transportation
- Only gas station in area
- Seasonal
- Women love to shop so need more stores otherwise they go to Bobcaygeon
- Downtown core is awkward and too spread out



- Residential retail created a challenge
- No accommodations
- Not a lot of food restaurant options (hours on issue)
- Signage due to high traffic
- Too many distracting signage at Hunters
- Lack of commercially zoned property
- Loss of bank
- MTO on hwy 28
- Multiple conflicts jurisdictions hwy 28 takes people to Bancroft
- Commercial development restrictions by MTO on hwy 28
- Speed limit restrictions need more 60km/h section
- No nice overnight accommodations
- Only industry are contracting and real estate
- Development improvement focused on township building
- Lack of fresh vegetables, high prices, poor service at Sayers IFT
- No timmies
- No town water
- Cluttered signage
- No competing business for food or gas, they control hours/prices
- Lack of municipal water & sewage

#### Opportunity

- More restaurants close to hwy 28
- Kawartha highlands park
- Need snowmobile trails to increase more businesses
- Development behind medial centre
- Better location for farmers market, more visible & more variety veg
- Vacant township property (60+ acres)
- Creek
- Bank area
- Residential develop opportunity
- Hamlet design
- Eels creek
- Shallow median at bend
- Grocery store façades
- Vacant lot beside hunters
- Need more competition to bring prices down

#### Threat

- No competition
- No bank
- Seasonal employment/industry
- No increase in tax base if not new growth & commercial/industrial tax base
- Residential., commercial, industrial development
- Set of lights @ 28 hwy main intersection
- Need stop sign at light at Hunters
- Lack of bank drives shoppers out of town

#### Big Cedar

#### Strength

- New commercial development

- Good store
- On hwy 28
- High traffic zone
- Woodlands plaza
- Proximity to stony lake
- Snowmobile trail proximity
- Busy highway
- LCBO retailer
- Good parking
- Good visibility turn off 28 hwy

#### Weakness

- Dangerous stretch of hwy 28
- Disconnected from Aspley geographically (shopping + fuel)
- Risk of passing & high speed traffic
- Between build up areas- no gas
- Very dangerous to turn left when going N at Honey's Diner
- Need a turning lane
- Better marked passing lane
- High speed internet
- More passing lands
- Better cellular coverage

#### Opportunity

- Further economic development- local jobs
- Frasier estates
- Natural spring (water access/ fountain for public use)
- Provide info re. when business are open
- Add a turning lane at the businesses to improve business
- Township land at Dunford Rd.

#### Threat

- Speed- straight stretch
- High deer population (vehicle collision)
- Visibility of local business signage

#### Mt. Julian

##### Strength

- Provides local jobs- large employer
- Shorter school bus route
- Viamede resort- many amenities
- Warf boat launch
- Tourism/cottage
- Viamede hotel
- Water sports
- Conservation
- On TSW/canal
- Trail system for non-motorized sports

##### Weakness

- No grocery store or bank
- Isolated
- Lack of public transportation

- Local limited economy
- Lack of municipal control of waterway
- Limited township support for small businesses
- Not represented
- Not promoted
- Businesses spaced far apart

#### Opportunity

- Restart boat cruises
- Part of Trent Severn Waterway 'Stoney Lake'
- Development business opportunity
- Promote frisbee sport
- History of stoney lake
- Boat cruises

#### Threat

- Locals go south instead to Apsley to shop
- Parking
- Damage done to lakes
- Loss of commercial property potential due to residential increase

#### Woodview

##### Strength

- Woodview- one stop shop
- Emergency services
- Historic store
- Room to develop on lakes
- Library
- Woodview store (post)
- 9 hole golf course
- Library
- Great restaurant
- Tennis courts
- Emergency services
- Wilson park
- Golf course

##### Weakness

- Bathroom availability (lack of info)
- Not enough signage
- Need turning lane at LCBO
- Better signage at 28 & Northy's Bay rd. community centre
- Isolation from community without new business
- No post office
- Dangerous driving
- Restrictive OP designation
- Isolation
- Lack of focus
- Lack of signage promotion
- Lack of garbage management for cottagers- install 'bear bins' or locked pods to leave garbage

##### Opportunity

- Passing lanes (help traffic stop into business)
- Public boat launch
- Development spa e
- Volume of traffic
- If developed would bring N side of stoney to area rather land lakefield

#### Threat

- People not stopping to visit businesses- local business
- Additional development could increase traffic and make dramatically worse/make travel worse
- Lack of consultation from government when making decisions
- Loss of postal service



Boundary Exercise

APSLEY





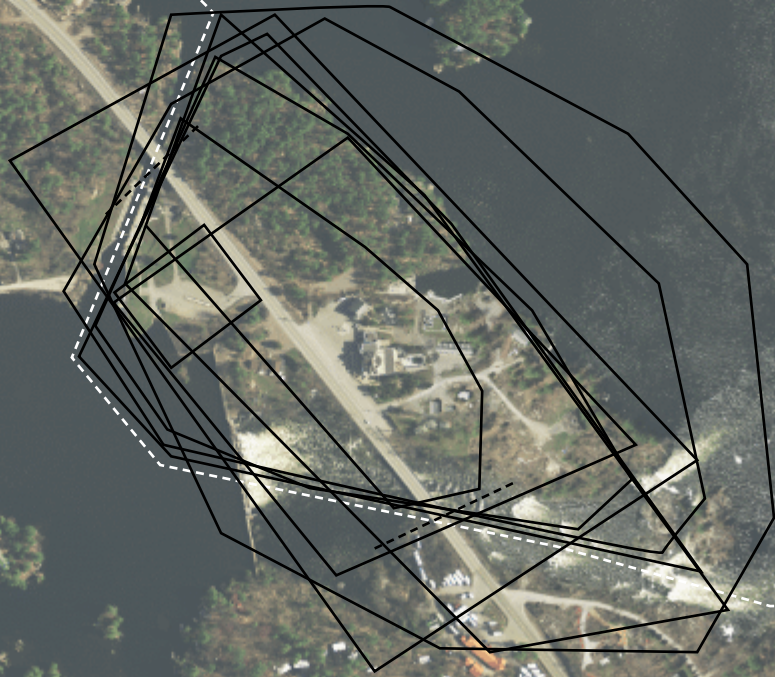
# BURLEIGH FALLS

NORTH KAWARATHA  
MUNICIPALITY OF TRENT LAKES

Hwy. 28



--- Municipal Boundary





# WOODVIEW



Northeys Bay Rd.

Hwy. 28



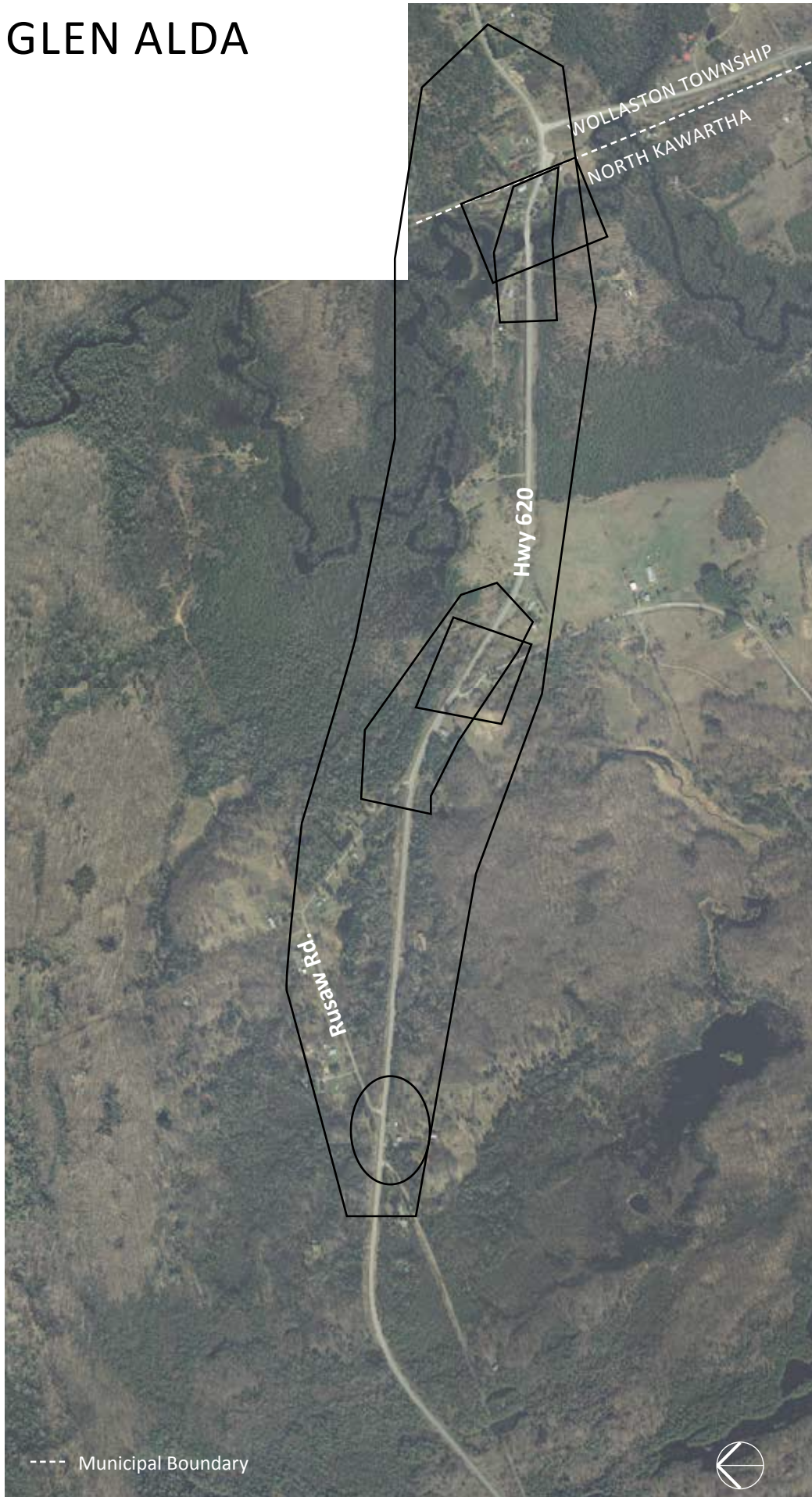


# BIG CEDAR



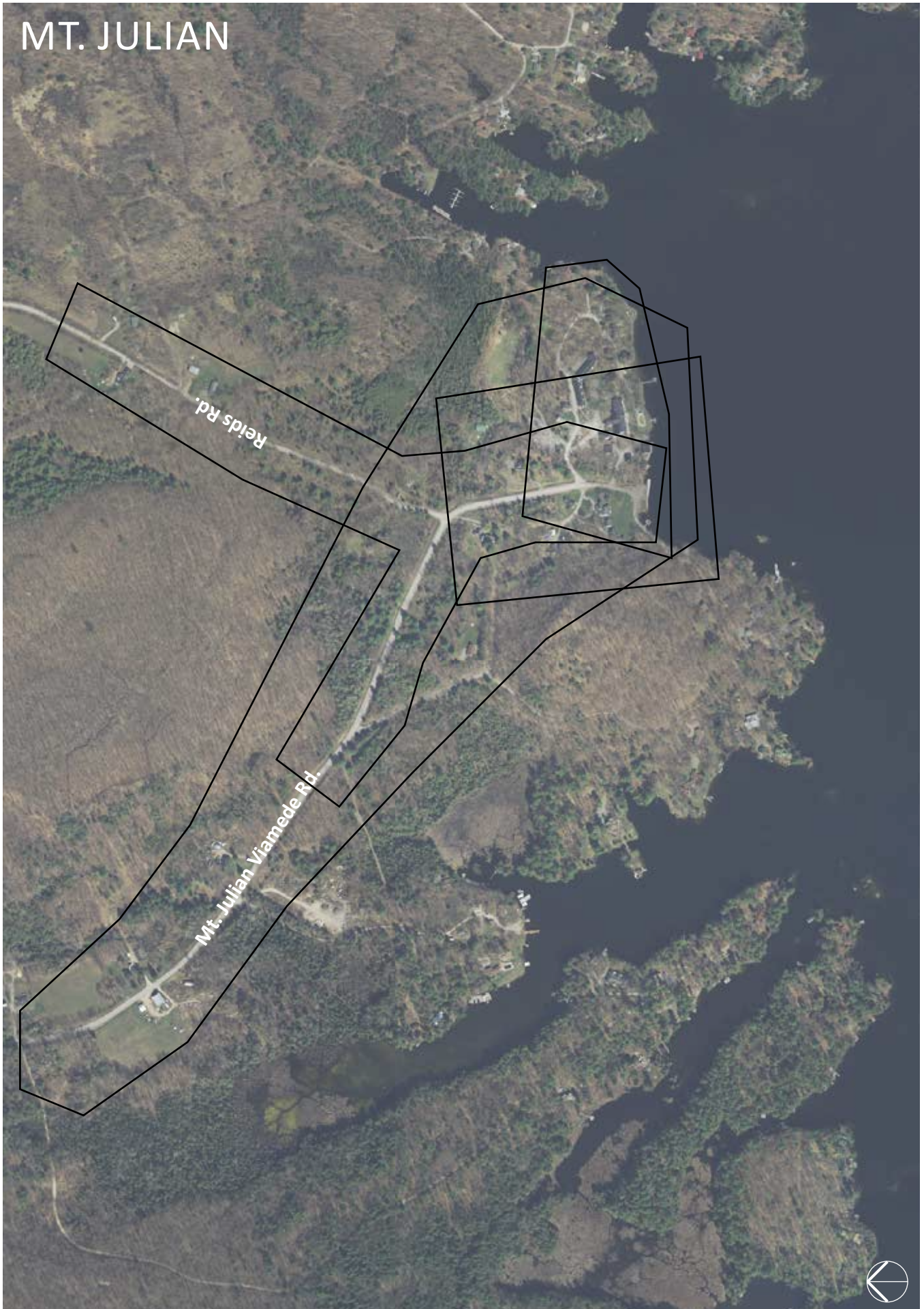


# GLEN ALDA





# MT. JULIAN



Reids Rd.

Mt. Julian Viamede Rd.





# STONYRIDGE



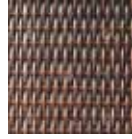


# THEME 1: COTTAGE LIFE



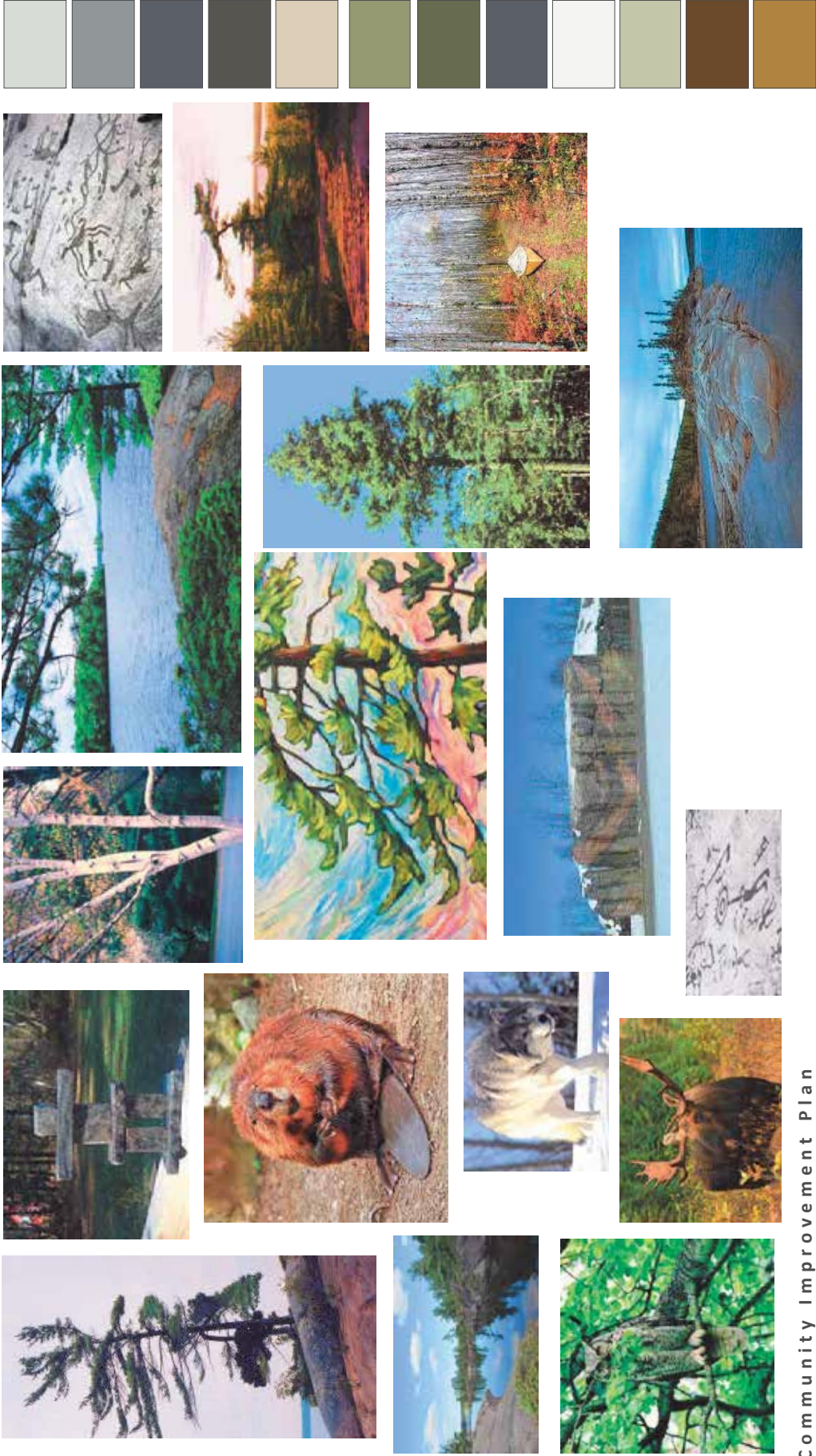


# THEME 2: COTTAGE COUNTRY



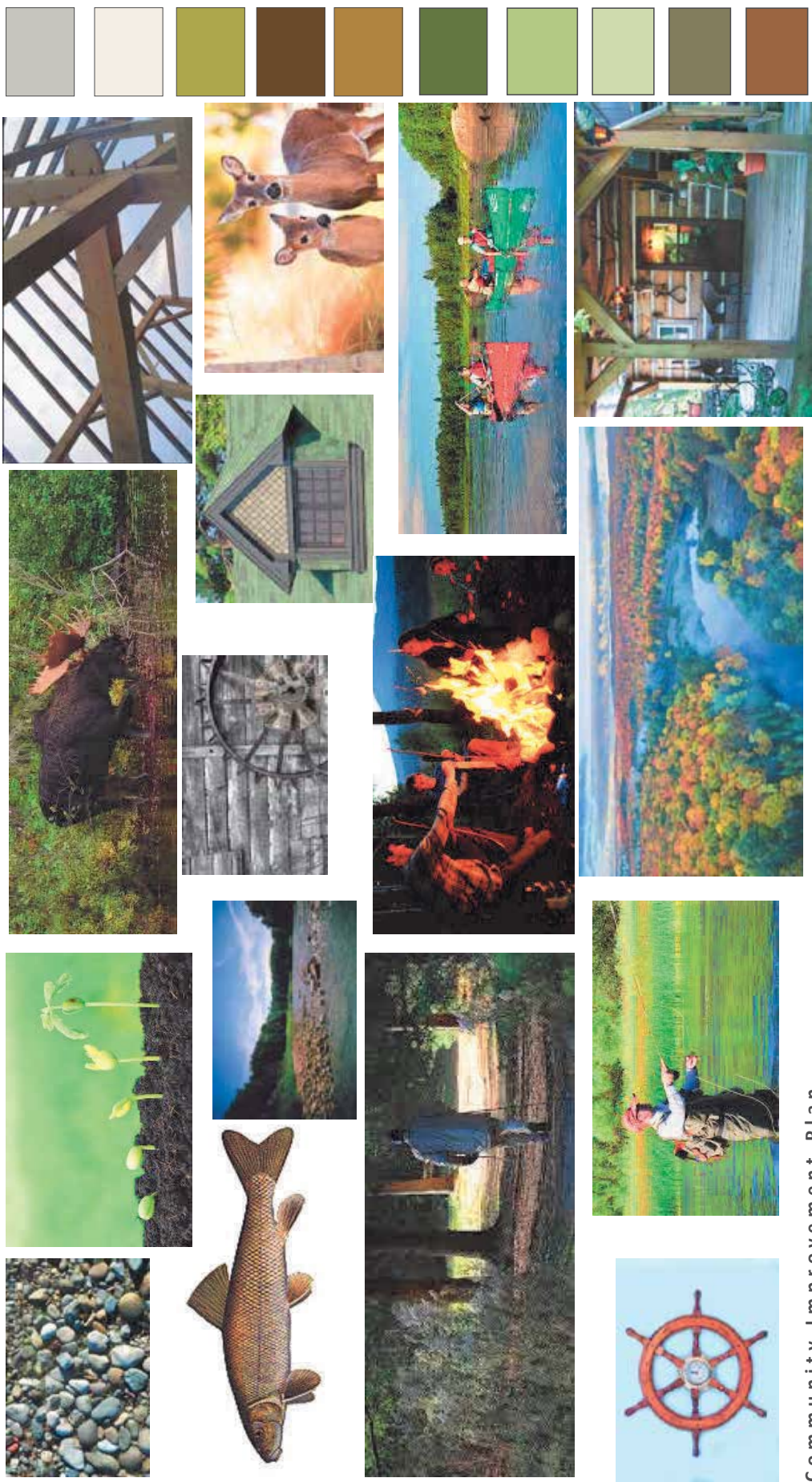


**THEME 3: NATURAL LANDSCAPE**









# THEME 4: HUNTER, GATHERER, FISHERS



Community Improvement Plan  
Design Workshop

# Theme Comments

<p>Theme 1: Cottage Life</p> <ul style="list-style-type: none"><li>Bike lanes around Chaudos Lake</li><li> Hwy 504 &amp; Hwy 620</li><li> Resurface Hwy 504 with bike lanes</li><li> Find ways to have incentives, inducements for business, chains to open</li></ul>	<p>Theme 2: Cottage Country</p> <p>Establish a financial institution, bank</p> <p>Promote the area as a retirement community</p> <p>Build a retirement building centre</p> 
<p>Theme 3: Northern Ontario/Canadian Shield</p> <p>Park around Ansthruter Lake Provincial Park - develop, promote</p> <p>Offer artistic workshops in the summer</p>	<p>Theme 4: Hunter, Gatherer, Fisher</p> <p>Market lakes for fishing</p> 

<p>Theme 1: Cottage Life</p> <ul style="list-style-type: none"><li>- too much regulation</li><li>- more businesses -</li><li>- more resources</li></ul>	<p>Theme 2: Cottage Country</p> <p>- create an ATV friendly trail</p> 
<p>Theme 3: Northern Ontario/Canadian Shield</p>	<p>Theme 4: Hunter, Gatherer, Fisher</p> 



### Theme 1: Cottage Life



### Theme 2: Cottage Country



[major economic contributor]

- more suitable to agricultural community

- less appealing colour scheme

### Theme 3: Northern Ontario/Canadian Shield

- Attracts city folk & \$

↳ see nature

### Theme 4: Hunter, Gatherer, Fisher

- fishing & hunting brings a lot of people

### Theme 1: Cottage Life

Theme for the Township is "recreation + relaxation";  
this "Cottage Life" fits & is consistent w/ this.

- Post + beam fits with designs of <sup>new</sup> pre-existing municipal buildings.

- This theme is the only one that shows picture of a young person. We need to show pictures of all generations including children & families.

### Theme 2: Cottage Country



- Too much like St. Jacob's; not applicable fully to this Township.  
- the rustic colours of this theme match the Township colours. \*see our check marks for the colours we like.

### Theme 3: Northern Ontario/Canadian Shield

- like these colours.

- Prefer natural landscapes than modern art.

### Theme 4: Hunter, Gatherer, Fisher


- this is a nice complementary theme to theme #1.

- Campfires, fishing, hiking, all important images that relate to this Township

### Theme 1: Cottage Life

- Active, Engaging with Nature  
Adventure and Water is the centre of it
- \* Like the human life
  - \* Like the Deck Images it shows abundance
  - \* Like the Winter scene as cottage life can be 4 seasons
  - \* There is no aut fall scene
  - \* Like the water images
  - \* The hammock image / horse shoe image don't reflect Cottage Life
  - \* There is no family or cottage get together
  - \* The dog sleeping - no - but a dog jumping off the dock would be good
  - \* No to the rocking chair - not active or adventurous
  - \* Love the sunset photo
  - \* Not loving the book \* Like the comfie (not present)

### Theme 2: Cottage Country

- 
- \* The chairs on the Dock is great - need to be a "Kawartha chair"
  - \* The fence images are not authentic - they are too fancy
  - \* too manufactured - there is no natural stone or images
  - \* The bottom two pics (with chairs) are better - but still not as authentic as they could be.
  - \* Note that Stoney Lake may take the white chairs

### Theme 3: Northern Ontario/Canadian Shield

- \* The group loved this theme
- \* Connecting with Nature moments happen here
- \* Wilderness surrounds us
- \* The rocky, wind swept pines
- \* Bring in the Sunset + the Campfire (fishing)
- \* Blend people into enjoying the Natural Landscape
- \* Inuitshuk is not necessarily appropriate for here
- \* We need fall shots, or spring (transition times)

### Theme 4: Hunter, Gatherer, Fisher

- \* Sitka - no
- \* fly fishing - no
- \* The Fall Shot is amazing
- \* The Lance shot is amazing
- \* The single fish doesn't make sense
- \* The Natural Cabin Makes