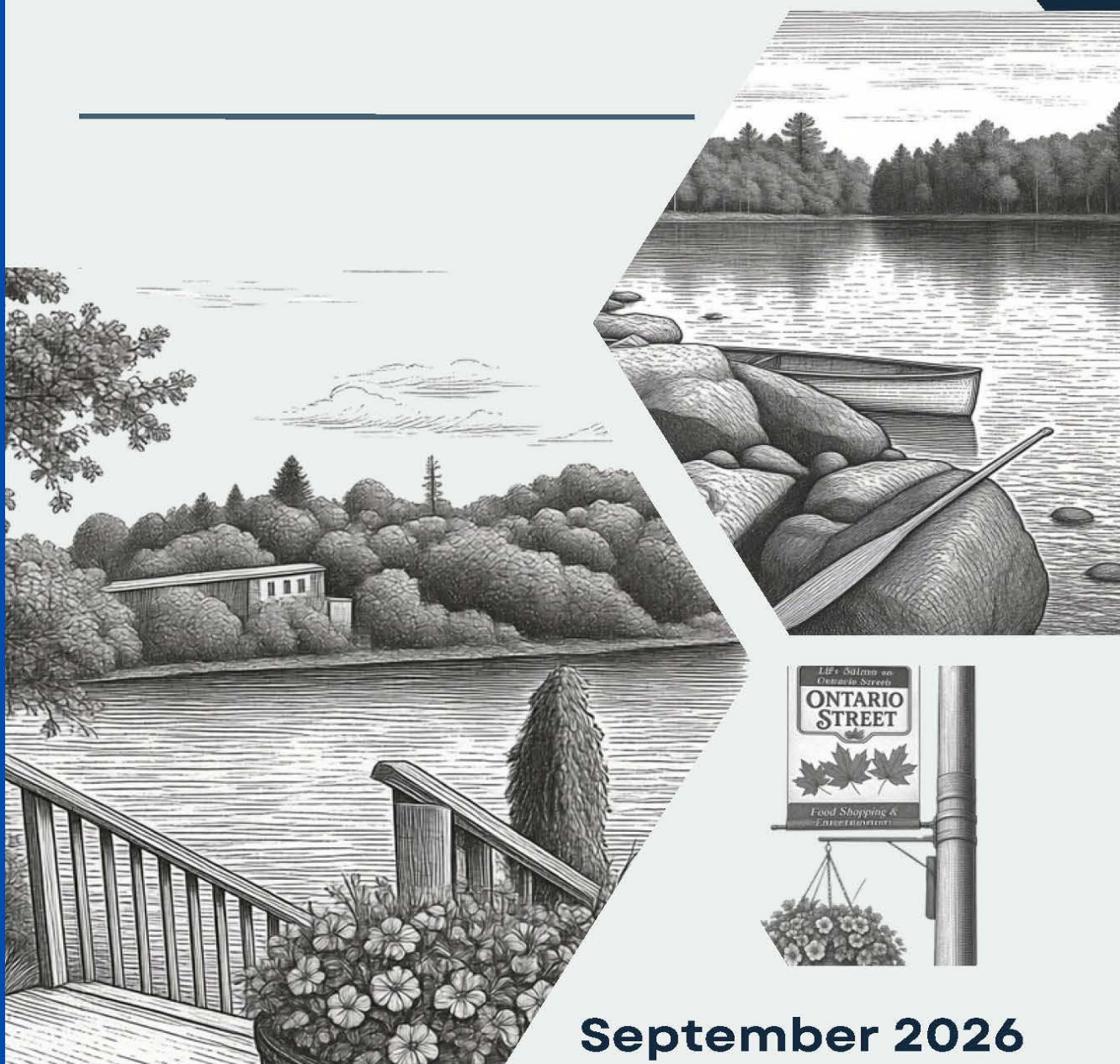


COMMUNITY IMPROVEMENT PLAN



September 2026



Village of Burk's Falls Community Improvement Plan

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Preamble to the Village of Burk's Falls Community Improvement Plan

Introduction

A Community Improvement Plan (CIP) is a strategic planning and economic development tool that enables a municipality to encourage revitalization, redevelopment, and investment within designated areas of the community. It supports initiatives that improve the economic vitality, appearance, livability, and long-term sustainability of a municipality while advancing Council's planning and community development objectives.

In Ontario, municipalities are authorized to prepare Community Improvement Plans under Section 28 of the Planning Act.

The intent of the Community Improvement Plan (CIP) is to outline, within a single document, a range of potential improvement initiatives that may be undertaken to promote and encourage renewal and redevelopment within key areas of the Village requiring investment.

The Plan is intended to provide a list of potential incentive programs that Council may consider when making decisions regarding the allocation of funding toward priority developments. These incentives are designed to support downtown improvements, encourage private investment, and assist with significant development projects that contribute to the overall goals of the community.

The Village is not obligated to implement all, or any, of the incentives identified within the Plan and may introduce, modify, reduce, or discontinue funding for any incentive program at any time. Further, Council reserves the right to determine, at its sole discretion, the timing and implementation schedule for any proposed financial incentives contained within the Plan.

Legislative Authority and Policy Framework

Municipal Act

Ontario's Municipal Act 2001 is the principal statute governing municipal organizations and the delivery of services in Ontario. The Act came into effect on January 1, 2003, replacing the 1990 Municipal Act. Effective January 1, 2007, the Municipal Statute Law Amendment Act introduced significant amendments to the Municipal Act, providing municipalities with greater flexibility to meet community expectations and fulfilling responsibilities.

Section 106 of the Municipal Act prohibits municipalities from directly or indirectly assisting any manufacturing business or other industrial or commercial enterprise through the granting of financial incentives, a practice that is commonly referred to as "bonusing". Notwithstanding Section 106, the Act does provide an exception which allows a

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municipality to offer certain incentives where the municipality has approved a Community Improvement Plan in accordance with Section 28 of the Planning Act.

The Planning Act

The Planning Act empowers the Council of a lower-tier or single tier municipality to designate Community Improvement Project Areas (CIPAs) and develop CIPs in accordance with the Act. Where a municipality has an approved CIP in place, the Act directs that the municipality may:

- Acquire, hold, clear, grade, otherwise prepare, sell, lease or otherwise dispose of lands;
- Construct, repair, rehabilitate or improve buildings on lands acquired or held by the municipality;
- Make grants or loans to registered owners, assessed owners and tenants of the lands or buildings to pay for the whole or part of any cost of rehabilitating such lands or buildings; and
- Enter into agreements with any government authority for conducting studies and for the preparation, implementation and financing of plans and programs.

Official Plan

The Village of Burk's Falls Official Plan recognizes the importance of the downtown Commercial Core as a central area for community activity, economic development, and investment. The Plan identifies the Commercial Core as a distinct downtown/main street area intended to support local businesses, services, and community functions. It encourages infill development, redevelopment, and the continued enhancement of the existing built form, recognizing the downtown's character as an important community asset.

The Official Plan further supports improvements to the visual quality and functionality of the Commercial Core through enhanced streetscapes, improved building maintenance, coordinated signage, landscaping, lighting, and other public realm improvements. These objectives provide a strong policy foundation for the implementation of a Community Improvement Plan.

A Community Improvement Plan will assist the Village in achieving these objectives by providing financial incentives and strategic programs that encourage private investment, support downtown revitalization, improve property conditions, strengthen the local economy, and enhance the overall attractiveness and sustainability of the Village's downtown area.

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Protection and Enhancement of Downtown Character – Section 5.2.1

The Official Plan recognizes the importance of the existing downtown character and identifies the built form of the Commercial Core as an important asset to the Village. It encourages redevelopment while protecting historical and community features.

Commercial Core Architectural and Streetscape Improvements – Section 5.2.2

The Official Plan specifically directs Council to encourage visual improvements within the Commercial Core, including:

- coordinated signage, lighting, landscaping, and maintenance;
- improved parking area landscaping and maintenance;
- streetscape improvements such as benches, plantings, lighting, and street fixtures;

Economic Development and Community Revitalization Goals

The Village's planning framework identifies economic vitality, sustainable growth, and community improvement as important municipal objectives. The Village's own community development materials identify that Official Plan policies help guide community improvement initiatives and support economic vitality.

The Village has also identified its CIP as a tool to support revitalization, business growth, tourism, and investment, alongside initiatives such as the Downtown Revitalization and Waterfront Master Plan.

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Community Improvement Project Area (CIPA)

The CIP applies to all lands within the Village of Burk's Falls, as identified as C2 as indicated in Schedule A, respectively.

Purpose

The purpose of the Village CIP is to promote the revitalization and redevelopment of buildings and lands within the Village's Commercial 2 (C2) (identified in the Village Zoning by-law).

Goals and Objectives

The fundamental goal of the CIP is to promote development in the C2 area by encouraging property and business owners to improve the visual quality and function of buildings, with a view to enhancing the long-term viability and economic stability of the Village. The goals of the CIP are consistent with the policies of the Village's Official Plan, Zoning by-law, and the Municipal Strategic Plan.

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Generally, the objectives of the CIP are to:

- Facilitate the ongoing viability, vitality and revitalization of the C2 area of the Village;
- Encourage long-term investment that improves the economic climate of the Village;
- Outline a set of key design principals to form a basis for improvement efforts;
- Improve the physical and visual quality of the existing building inventory;
- Conserve and strengthen traditional heritage features within designated community improvement areas by encouraging improvement that is in harmony with the history of the area and encourages reuse;
- Promote a visual attractiveness, safe and clean public realm that is accommodating and accessible to all users;
- Stimulate private investment activity and private property maintenance;
- To minimize barriers and costs associated with the development process;
- Use existing services and infrastructure more effectively;
- Meet the Official Plan and Strategic Plan objectives;
- Improve the downtown streetscape and public realm to create an attractive, vibrant, and accessible destination that enhances community pride, encourages visitation, and supports the long-term economic vitality of local businesses.

Monitoring and Changes to the CIP

The Village supports actions that may be undertaken to promote revitalization and renewal, either through the use of one initiative or a combination of complementing incentives. However, the Village is not obligated to implement the incentive programs as outlined in the Plan and may choose to discontinue any incentive associated with the CIP at the sole discretion of Council.

Where Council resolves to discontinue a program or incentive, any approved projects underway at the time will generally be honoured until the development is discontinued.

Implementation

Council shall prepare and adopt a set of guidelines and procedures to establish specifics on how the various elements of the Plan will be implemented. The guidelines will address such issues as the application and approval procedures, agreement requirements, design guidelines, and how decisions will be made regarding which projects receive approval (scoring framework).

At the time Council establishes its annual budget, Council will determine the maximum contribution to be made available to various programs under the CIP for the current year.

The Village will conduct periodic reviews of the programs being implemented under the CIP to determine their effectiveness and to determine whether funding levels should be increased or decreased, or whether modifications to the program should be made.

C1 and C3

The Village Official Plan also identifies Neighbourhood Commercial (C1) and Highway Commercial (C3) designations. While the Community Improvement Plan is primarily focused on the Downtown Commercial (C2) designation, Council may, at its discretion, consider projects located within the C1 and C3 zones where it determines that the proposed project is in the best interests of the community and supports the objectives of the Community Improvement Plan.

Financial Incentive Programs

This section outlines the financial incentive programs that may be implemented by the Village through the CIP. These incentive programs are designed to stimulate and assist new development, redevelopment and rehabilitation of vacant, underutilized or deteriorated properties in the designated areas of the Village and may be funded by way of grants.

Annual limits on expenditures/funds to be made available for the financial incentive programs in this Plan will be determined by Council who may also adjust rebate amounts in accordance with available funds and Strategic Plan objectives. Detailed program implementation policies will also be established by the Village for the programs identified in this Plan.

The following general implementation and eligibility criteria shall apply to all financial incentive programs offered through this plan:

- Applications for funding shall be submitted prior to the issuance of a building permit. Grants will only be paid out after the applicable improvements have been completed and inspected and all outstanding workorders have been satisfied;
- All taxes and other Municipal financial obligations for a property must be paid in full before any grant is paid to an eligible property owner. The Village reserves the right to request an independent audit of the applicants' accounts, at the expense of the applicant;
- If a property is under an assessment appeal, the grant application will be held in abeyance until the appeal is resolved;
- Any program applicant may be required to enter into an agreement with the Village specifying such items as the level of grant available and the terms and conditions associated with the grant received;

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- If a building erected or improved with a program grant is demolished prior to the expiry of the grant period, or the property is not maintained in a satisfactory state of repair consistent with Village by-laws, the grant is forfeited and will be recovered by the Village;
- To be eligible for any of the funding programs, the proposed work shall conform with the goals of this CIP, all Village policies, standards and procedures including the Village's Property Standards by-law, Village Zoning by-law, site plan guidelines, and will be subject to review and the issuance of all required planning and development approvals and building permits;
- All construction should be completed within two (2) years of the application being approved or following the issuance of a building permit as determined by the Village in its sole and absolute discretion, acting reasonably. Failing which, the approved funding, either all or in part, shall be cancelled;
- The total cost of all grants provided by the Village may not exceed the total cost of the rehabilitation;
- All applications for assistance under this CIP will be considered on a "first come, first served" basis and will be restricted to the limit of budgeted funding. Should the number of eligible projects exceed the annual funding available, those eligible projects will be held in queue until, and if, funding becomes available the following year;
- Any applicant may be required to provide detailed quotes and/or cost estimates for services and materials subject to an application:
- The Village may, at any time, discontinue or cancel funding of a program:
- Unused funds from a particular program may be transferred to a reserve for CIP use in future years at the discretion of Council.

The following is a brief description of each program that may be offered at the discretion of Council within all or part of the C2 area. A summary of the program descriptions appear in Schedule B of this Plan.

Incremental Tax Rebate Program

This program is intended to provide a grant to owners of lands and buildings who undertake improvements or redevelopment that result in an increased property assessment. The amount of the grant provided will depend on the amount of the municipal portion of property taxes that has increased as a result of the improvements. The increase in realty tax represents the annual municipal realty tax in each year following improvement or redevelopment of lands in question. All commercial properties located in the C2 area are eligible for this program. Commercial and Industrial areas in the C1 and C3 area may also be eligible where applicable (e.g. significantly public facing buildings).

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The first year of the program shall generally be the first full tax year after completion of the project and following the issuance of the occupancy permit.

For clarity, the specific calculation used in determining the annual grant amount shall be:

*Annual Grant=(Post-project Municipal Property Taxes- (Pre-project Assessment * Current Year Municipal Tax Rate) * Increment Tax Rebate Percentage.*

Façade Improvement Program

This program is intended to provide a grant to encourage exterior renovations which are in keeping with the desired aesthetic effect and historical/heritage characteristics of buildings within designated areas. Eligible improvements may consist of external repairs to facades, including signage, entrances and display windows. Interior work is not eligible. Commercial properties in the C1 and C3 areas may be eligible at prominent locations.

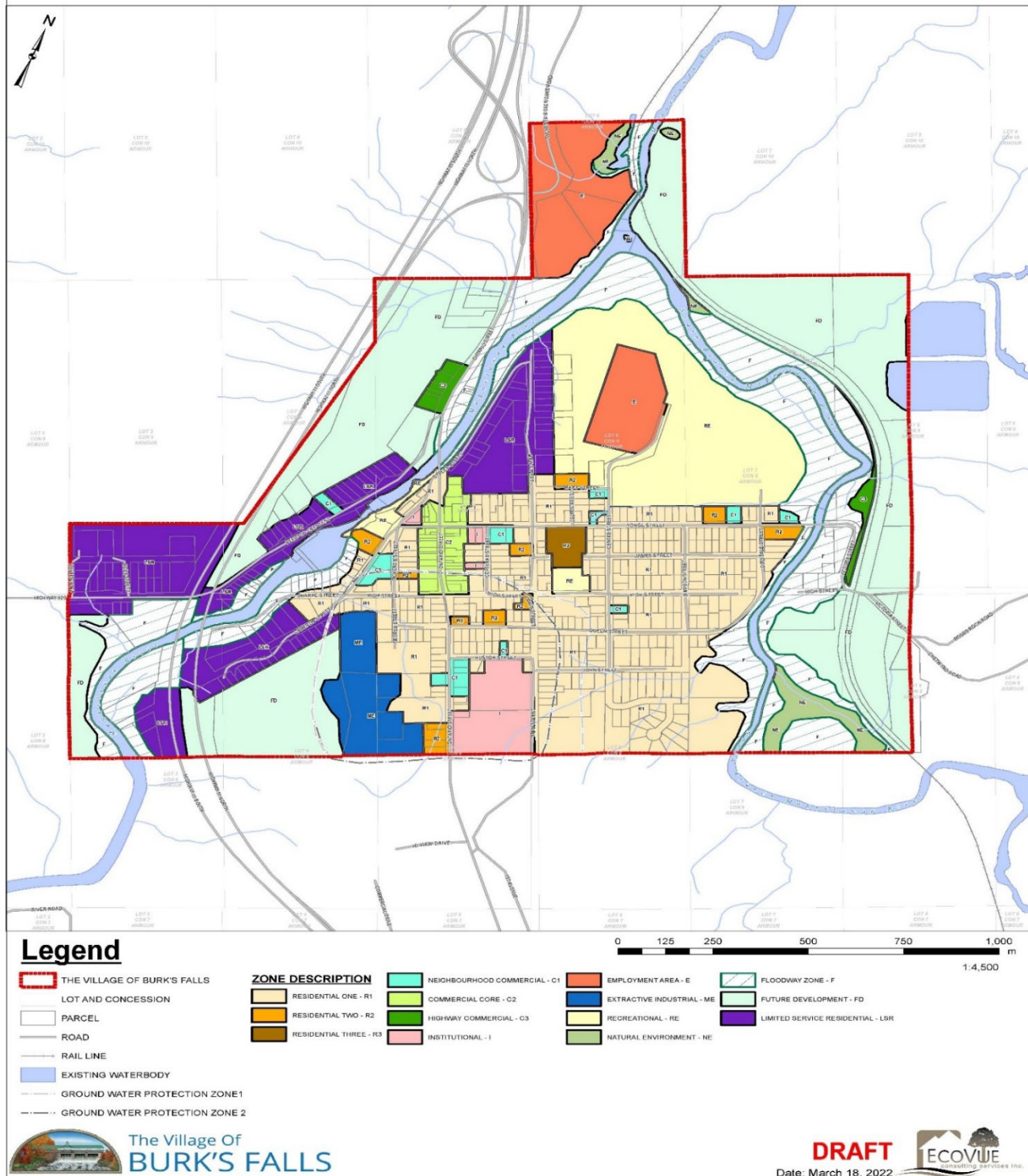
Accessibility Renovation Program

This program is intended to provide a grant to improve accessibility to and of existing commercial buildings and properties through the renovation of building entrances, upgrading of doors, installation of power assist door operators, installation of ramps, elevating devices, and accessible washrooms for the public use.

This grant is intended to provide funds to assist owners of existing commercial buildings, particularly older buildings in the C2 area, with accessibility improvements to commercial spaces in the Village.

Schedule A Zoning By-law Map

THE VILLAGE OF BURK'S FALLS ZONING BY-LAW SCHEDULE A



Schedule B Summary of Possible Community Improvement Initiatives

Program	Eligibility Criteria
Accessibility Renovation Grant	Grant of up to \$3000, to improve accessibility to existing commercial buildings and properties through the renovation of : • Building entrances • Upgrading of doors • Installation of power assist door operators • Installation of ramps • Elevating devices • Accessible washrooms for the public This grant is intended to provide funds to assist owners of existing commercial buildings , particularly older buildings in the C2 area, with accessibility improvements of commercial buildings within the Village.
Façade Improvement Grant	Grant for exterior renovations of building within the C2 area. Eligible improvements may consist of external repairs to facades, including signage, lighting, entrances and display windows. Interior renovations are not eligible • 50/50 matching funds • Maximum of \$10,000 per façade • Commercial properties in the C2 area are eligible • Commercial properties in the C1 and C3 area may be eligible at prominent locations • Projects that meet energy conservation and efficiency goals shall be given a higher score
Incremental Tax Rebate Program	Grant to rebate increase in Village property taxes resulting from improvements or redevelopment of lands and buildings, for properties located in the C2 area. Projects must meet the following general eligibility conditions: • An increased property assessment value • Support Village objectives such as retail, business services and industrial diversity. • Conform to desired design principals (where applicable) • Additional criteria including 75% of the front of the building is comprised of glass, brick or stone (where applicable) • Projects that meet energy conservation and efficiency goals, and re-use goals shall be given a higher score Commercial Projects within the C2 Area- Phase-in Schedule • General renovation/rehabilitation- Rebate of 100% of the increased taxes in year 1, 80% in year 2, 60% in year 3, 40% in year 4 and 20% in year five, with full taxes payable in year 6.

	• Projects that improve the overall attractiveness of the street/community and provide attention to detail and high-level design- Rebate of 50% of the increased taxes from years 1-6, 40% of increased taxes in year 7, 30% in year 8, 20% in year 9, 10% in year 10, with full taxes payable in year 11. • Projects that are of strategic interest to the community and provide exemplary attention to detail and a high level of design- Rebate of 100% of increased taxes from years 1-6, 80% in year 7, 60% in year 8, 40% in year 9 and 20% in year 10, with full taxes payable in year 11. Industrial Projects- Phase-in Schedule • General renovation/rehabilitation- Rebate of 100% of the increased taxes in year 1, 80% in year 2, 60% in year 3, 40% in year 4 and 20% in year five, with full taxes payable in year 6. • Projects that improve the overall competitiveness of The Village's economic base while providing a high level of design- Rebate of 50% of increased taxes from years 1-6, 40 % of increased taxes in year 7, 30% in year 8, 20% in year 9, 10% in year 10, with full taxes payable in year 11. • Projects that are of strategic interest to the community and provide a high level of design- Rebate of 100% of increased taxes from years 1-6, 80% in year 7, 60% in year 8, 40% in year 9, 20% in year 10, with full taxes payable in year 11.
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Schedule C Recommended Incremental Tax Rebate Guidelines- Decision Making Matrix

Development Type	Criteria	Level of Tax Increment Grant
Downtown Commercial Project- C2	Projects that meet General downtown Development Objectives: General property renovations/rehabilitations that will improve the attractiveness of the downtown	Year 1- 100% rebate Year 2- 80% rebate Year 3- 60% rebate Year 4- 40% rebate Year 5- 20% rebate - Rebate amount is calculated based on incremental assessment growth - Full taxes are payable in year 6
	Projects that meet High Level Downtown Development Objectives: - Improves the overall attractiveness of streetscape/community - Projects that conform to some of the desired design elements (e.g. matching height with adjacent buildings, building maintains/improves consistency with heritage elements of adjacent buildings) - Improved accessibility	Years 1 to 6 – 50% rebate of the incremental tax increase Year 7- 40% rebate Year 8- 30% rebate Year 9- 20% rebate Year 10- 10% rebate - Rebate amount is calculated based on incremental assessment growth - Full taxes are payable in year 11
	Projects that meet Strategic Level Downtown Development Objectives: - Projects that conform to many of the desirable design elements - Incorporate environmental sustainability features and technology that results in energy conservation and	Years 1 to 6 – 100% rebate of the incremental tax increase Year 7- 80% rebate Year 8- 60% rebate Year 9- 40% rebate Year 10- 20% rebate Rebate amount is calculated based on incremental

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	reduced environmental impact Improved accessibility within barriers to access	assessment growth Full taxes are payable in year 11
Commercial Projects-C1	Projects that meet General Development Objectives: General property renovations/rehabilitations that will improve the attractiveness of the community	Year 1- 100% rebate Year 2- 80% rebate Year 3- 60% rebate Year 4- 40% rebate Year 5- 20% rebate - Rebate amount is calculated based on incremental assessment growth - Full taxes are payable in year 6
	Projects that meet High level developmental objectives: - Improves the overall attractiveness of the streetscape/community - Projects that provide a higher level of architectural design (e.g. majority of front is glass, brick, stone, inclusion of heritage elements)	Years 1 to 6 – 50% rebate of the incremental tax increase Year 7- 40% rebate Year 8- 30% rebate Year 9- 20% rebate Year 10- 10% rebate Rebate amount is calculated based on incremental assessment growth Full taxes are payable in year 11
	Projects that meet Strategic Level Development Objectives: Significantly improves the overall attractiveness of the streetscape/community - Provides a high level of architectural design(e.g. majority of front of building is comprised of glass, brick, or stone, inclusion of heritage elements - Incorporates environmental sustainability features and	Years 1 to 6 – 100% rebate of the incremental tax increase Year 7- 80% rebate Year 8- 60% rebate Year 9- 40% rebate Year 10- 20% rebate - Rebate amount is calculated based on incremental assessment growth - Full taxes are payable in year 11

	technology that results in energy conservation and reduced environmental impact	
Industrial Projects	Projects that meet General Developmental Objectives: • General property renovations/rehabilitations that will improve the attractiveness of the community	Year 1- 100% rebate Year 2- 80% rebate Year 3- 60% rebate Year 4- 40% rebate Year 5- 20% rebate • Rebate amount is calculated based on incremental assessment growth only • Full taxes are payable in year 6
	Projects that meet High Level Development Objectives: • Improves the overall attractiveness of the streetscape/community • Projects that provide higher level of architectural design (e.g. majority of front of building comprised of glass, brick, stone, inclusion of heritage elements)	Years 1 to 6 – 50% rebate of the incremental tax increase Year 7- 40% rebate Year 8- 30% rebate Year 9- 20% rebate Year 10- 10% rebate • Rebate amount is calculated based on incremental assessment growth Full taxes are payable in year 11
	Projects that meet Strategic Level Development Objectives: • Significantly improves the overall attractiveness of the streetscape/community • Provides for a high level of architectural design (e.g. majority of front of building comprised of glass, brick or stone, inclusion of heritage elements)	Years 1 to 6 – 100% rebate of the incremental tax increase Year 7- 80% rebate Year 8- 60% rebate Year 9- 40% rebate Year 10- 20% rebate Full taxes are payable in year 11

Village of Burk's Falls Community Improvement Plan

	• Incorporates environmental sustainability features and technology that results in energy conservation and reduced environmental impact • Supports growth in key economic sectors for the Village	
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