

POLICY NO. F-002-032

REFERENCE:**ADOPTED BY:****SUPERSEDES:**

Resolution No. 23/198

PREPARED BY:**DATE ADOPTED:**

Administration

June 19, 2023

TITLE:**RESIDENTIAL NEW BUILD INCENTIVE POLICY**

POLICY STATEMENT:

This Policy sets out the guidelines for Administration to implement the Residential New Build Incentive Program.

THE PURPOSE OF THIS POLICY IS TO:

Provide guidelines for the administration and facilitation of the Residential New Build Incentive Program.

DEFINITIONS:

- a) **Assessment Value** – the dollar value assigned to a property to apply applicable property taxes.
- b) **Municipal Rate** – the mill rate applied to the Assessment Value to calculate the portion of property taxes collected for operating the City.
- c) **Municipal Taxes** – the portion of property taxes collected for operating the City.
- d) **New Assessment** – the additional improvement assessment for the construction of the Residence that is the subject of the Residential New Build Incentive Program.
- e) **New Build** – either existing or built specifically for the purchaser that has not been previously lived in.
- f) **Owner** – the holder of a Title or Bill of Sale.
- g) **Residence** – any building or structure used exclusively for human habitation and includes site-built, manufactured and modular homes.
- h) **Residential Property** – property zoned for living or dwellings.
- i) **Tax Rate Bylaw** – Bylaw setting the annual tax rates to be collected by the City for the year.

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RESIDENTIAL NEW BUILD INCENTIVE PROCEDURE:Timeline

- a) The qualifying period of this program will be from June 19, 2023 to December 31, 2025.
- b) Applications for the Residential New Build Incentive Program and the corresponding development permit, must be received prior to construction commencement and no later than December 31, 2025.

Terms

- a) If the Owner(s) sell the property at any time during the program, the credits will stay with the property and transfer to the new Owner(s).
- b) Only the property Owner(s) can apply for the incentive.
- c) Year 1 of the incentive will be the year an unconditional final Site Inspection Report is received for the construction from the City's contracted building safety codes officer.

Qualifying Properties

- a) Residential Properties only.
- b) If the property has a residential/commercial split, the incentive is only applied to the Assessment Value associated to the residential portion.
- c) A New Build, either existing or built specifically for the purchaser that has not been previously lived in including:
 - Site-Built Homes;
 - Modular Homes; or,
 - Manufactured Homes.
- d) If the unconditional final Site Inspection Report is not received within one year from the date the development permit for the construction is issued, then the entirety of the Residential New Build Incentive Program will be void.

Required Documents

- a) Copy of the Title (This will be collected by Administration internally) or;
- b) Bill of Sale for Manufactured Homes in a Manufactured Home Park; and,
- c) Unconditional final Site Inspection Report (This will be collected by Administration internally).

Credits

- a) Credits will be applied as follows:

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- i) Year 1 - 100% reduction of Municipal Taxes on the New Assessment during the calendar year the unconditional final Site Inspection Report is received;
 - ii) Year 2 - 75% reduction of Municipal Taxes on the New Assessment during the first calendar year following the calendar year that the unconditional final Site Inspection Report is received;
 - iii) Year 3 - 50% reduction of Municipal Taxes on the New Assessment during the second calendar year following the calendar year that the unconditional final Site Inspection Report is received;
 - iv) Year 4 – 25% reduction of Municipal Taxes on the New Assessment during the third calendar year following the calendar year that the unconditional final Site Inspection Report is received.
- b) Credits will be applied annually, following the Tax Rate Bylaw being passed by Council.
 - c) Credits are applied to the Municipal Tax Rate only.
 - d) Credits will be applied directly to the Municipal Tax Roll and will not be paid out.