



The Corporation of the City of Sault Ste. Marie

Planning and Enterprise Services

99 Foster Drive, Sault Ste. Marie, ON P6A 5X6
saultstemarie.ca | 705.759.5368 | housingcip@cityssm.on.ca

Tax Increment Equivalent Grant (TIEG)

Please read the following before filling out this application.

How to Apply for the TIEG:

This application can be submitted via email to the City of Sault Ste. Marie, Planning & Enterprise Services at housingcip@cityssm.on.ca.

There are no specific application intake periods for the TIEG – applications may be accepted at any time within the program timeline. Applications will be reviewed by City Staff to ensure compliance with the eligibility criteria established in the Housing Community Improvement Plan (CIP).

For the City to accept an application as complete, applicants must submit or attest to the following:

Application Requirements

- ✓ Completed and signed application form.
- ✓ Proof of Ownership (PIN)
- ✓ Corporate Profile Report (if applicable)
- ✓ Project Budget dated within 6 months of this application and prepared by an architect/engineer
- ✓ Photos depicting the current condition of the eligible property
- ✓ Owner's Authorization, if applicable
- ✓ Site plan drawing or concept plan (include with application form)
- ✓ If applicable, confirm that the approved Site Plan Agreement has been registered on title (include with application form).
- ✓ Confirm that an occupancy permit has not been issued.
- ✓ Agree to enter into a legal agreement with the City of Sault Ste. Marie if you are approved for a TIEG.

About the TIEG program

The TIEG program is offered through the Housing CIP. The TIEG is intended for housing developments that create five or more new dwelling units on a property. The grant amount is based on the incremental increase in property assessment and municipal property tax resulting from the improvements.

The grant will provide tax rebates on a declining basis over a fixed term awarding additional rebate years based on:

- 1) The location of the property within the CIPA (Precincts), as described in the Housing CIP; and
- 2) The number/percentage of affordable units within the development. A higher percentage of affordable units results in a longer rebate period (in years).

The grant is provided to the owner (registered or assessed), tenant, or assigned third party after the taxes have been paid in full. The grants will only be provided after the property improvements are complete and after the Municipal Property Assessment Corporation (MPAC) has reassessed the property, showing an increase in its assessed value. The values of the property before and after improvement will be used to calculate the incremental increase in municipal property tax revenue and the total value of the grant. The total payment cannot exceed the cost of the redevelopment. The annual



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grant will be equal to a percentage of the tax increment paid for the City's portion of the property taxes as shown in the Appendix.

Eligibility Criteria

To be eligible for a TIEG grant, applicants must meet all the eligibility criteria in Sections 2.5 and 3 of the Housing CIP. Please read and review the Housing CIP before completing this application to confirm your understanding of the Housing CIP and that your project meets all eligibility criteria. The Housing CIP can be accessed on the City's website at: <https://saultstemarie.ca/housing>

Affordability Commitment

Applicants who receive a grant for an affordable housing project will be required to maintain affordability of the project's units for at least 20 years. Therefore, owners/applicants must annually demonstrate that each incentivized unit remains affordable over that timeframe.

Application Review and Approval

Once an application has been received, the applicant will be notified if any information is missing, or to confirm the application is complete and being reviewed. Applications will be reviewed by the Planning and Finance Departments to verify information provided and confirm eligibility for the TIEG per the Housing CIP criteria.

We aim to review and confirm TIEG eligibility within three weeks of receipt of a completed application. Once staff have confirmed your eligibility, you will be notified of your successful application. The registration of the agreement will be the responsibility of the applicant. Agreements may identify required construction timelines to ensure that projects receiving a TIEG are committed to moving forward with their projects expeditiously.

Should you have questions regarding the TIEG application process or eligibility requirements, please contact us:

housingcip@cityssm.on.ca

705.759.5368



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Received by:

Date:

Application No.:

TAX INCREMENT EQUIVALENT GRANT (TIEG) APPLICATION

Note: This application must be completed in its entirety, signed, and submitted to the Planning Department with all necessary attachments and documentation. **Incomplete applications will be returned.**

Section 1: Applicant Information

Applicant	
Name:	
Address:	
Telephone:	
Email:	

Registered Owner (If different from the applicant)	
Name:	
Address:	
Telephone:	
Email:	
If the applicant/owner is a corporation or partnership, please include a Corporate Profile Report (Corporate Search)	
All Mail to be Directed to: Applicant ☐ Owner ☐ Both ☐	

Section 2: Project Information

Civic Address of Subject Property

Legal Description (Lot/Concession/ Registered Plan Number)

Assessment Roll Number:

Is the Property in Tax Arrears? (i.e. Are there any unpaid property taxes that are past the due date?)

Yes ☐

No ☐

Please describe in detail how the property will be improved:

Total number of new residential units being created :

Freehold units

Rental Units

Total number of affordable units (as defined in the Province's most recent *Affordable Residential Units for the Purposes of the Development Charge Act*):

Expected construction start date:

Expected project end date:

Please be advised that commencing work after submitting an application but before receiving approval is done at the applicant's own risk.

Project Cost Estimate:

I/We acknowledge that the total combined funding from all grant sources/government funding cannot exceed eligible costs	☐
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Are there any outstanding work orders on this property or any property the applicant owns or is affiliated with either as a sole owner, partnership or corporation? If yes, please identify the nature of the work order(s):
Yes ☐
No ☐

	Yes	No
Fire Code	☐	☐
Building Code	☐	☐
Property Standards	☐	☐
Zoning By-law Infractions	☐	☐
Other Municipal By-law Infraction	☐	☐

Please attach copies of existing work orders or enforcement notices to this application, if applicable.

Have you or your company previously applied for funding under the Housing Community Improvement Plan initiative? If yes, please provide details and whether or not you were successful:

Please list any building permits that have been issued:

Section 3: Financial

Please list all other funding sources/grants you have obtained or applied for (please include any details/explanations regarding funding sources)	
Grant/Funding Source	Amount (\$)

- ☐ I acknowledge that the total combined funding from all grant sources/government funding (e.g. Canada Mortgage and Housing Corporation (CMHC) funding, The Corporation of the City of Sault Ste. Marie funding, etc.) cannot exceed eligible costs.

To be eligible for a TIEG, the property under consideration or any property the owner/applicant owns or is affiliated with either as a sole owner, partnership, or corporation shall not be in a position of property tax arrears or shall have a payment schedule acceptable to the Chief Financial Officer at the time of application.

- ☐ I confirm that all property taxes for all properties owned by or affiliated with by the owner/applicant are in good standing.

Section 4: Agreement Requirements

If awarded a TIEG, an agreement between the City and the owner (registered or assessed owners of lands/buildings) will be required, which will set out the terms, duration, and default provisions of the incentive(s) to be provided; this will be registered on title of the subject lands. The City may discontinue or rescind any financial incentive where there is not compliance with an executed agreement.

- ☐ I acknowledge and agree to enter into a legal agreement with the City of Sault Ste. Marie regarding the terms of any awarded TIEG and agree to cover any costs associated with registering the agreement on title.

If awarded a TIEG, the grants will only be provided after the improvements to the property are complete and after the reassessment of the property by the Municipal Property Assessment Corporation (MPAC) has demonstrated an increase in the assessed value of the property. It is the responsibility of the Owner to contact the City following the issuance of a Property Assessment Change Notice from MPAC following development/redevelopment. The grant will apply solely to the residential portion of any increase in the assessed value of the property

- ☐ I acknowledge and agree that I will provide the City with the required information following the issuance of a Property Assessment Change Notice from MPAC.

Section 5: Certification

- i. All information provided is subject to the Municipal Freedom of Information Act and the Corporation of the City of Sault Ste. Marie's financial reporting duties.
- ii. The TIEG is not intended to be retroactive and should be discussed with staff before submitting an application if this applies to the project.
- iii. The applicant consents to the use of its name and address in connection with any program funding announcements.

Section 6: Signatures & Declarations

- ☐ I/We agree to abide by the terms and conditions of the TIEG program.
- ☐ I/We understand that the rebate can be reduced or cancelled if the agreed work is not completed or if contractors/suppliers are not paid.
- ☐ I/We hereby certify that the information given herein is true, correct and complete in every respect and may be verified by the Corporation of the City of Sault Ste. Marie (the Corporation). If any information provided is or subsequently become untrue, incorrect and/or incomplete, the Corporation may immediately cancel the rebate and full repayment of any money already advanced, with interest, shall become due and payable. Any failure on behalf of the Corporation to verify the information provided is not a waiver of the Corporation's rights.
- ☐ I/We are not involved in any action or proceeding involving claim for damage with the Corporation.

Section 7: Consent of the Owner / Applicant to the use and disclosure of personal information

- ☐ I/We hereby apply for a Tax Increment Equivalent Grant (TIEG) under The Corporation of the City of Sault Ste. Marie Housing Community Improvement Plan.
- ☐ I/We agree to abide by the conditions of the grant program.

Section 8: Owner’s Attestation.

- ☐ I/We hereby certify that the information given herein is true, correct, and complete in every respect and may be verified by The Corporation of the City of Sault Ste. Marie.
- ☐ I/We hereby agree to submit all required material on a yearly basis as specified in the agreement.
- ☐ I/We hereby acknowledge that any units receiving TIEG funding shall not be used as short-term rentals.
- ☐ I/We grant authorization to _____ to complete this application.
- ☐ I/We confirm that an occupancy permit has not been issued for the subject property.
- ☐ I/We confirm that the items under “Application Requirements” have been specified, or are not applicable to this application. If non-applicable, please list these items below:

1.	2.
3.	4.
5.	6.

Applicant Signature:

Print Name

Signature

Date

Registered Owner(s) Signature:

Print Name

Signature

(I have the authority to bind the corporation, where applicable)

Date

APPENDIX A – TIEG REBATE RATES
CITY OF SAULT STE. MARIE: APPROVED HOUSING TIEG STRUCTURE

PRECINCT 1: PERCENTAGE OF PROPERTY TAX (MUNICIPAL PORTION) REBATED											
Affordable Units (%) ▶	None	1-9%	10-19%	20-29%	30-39%	40-49%	50-59%	60-69%	70-79%	80-89%	90-100%
Year 1	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Year 2	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Year 3	75%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Year 4	50%	75%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Year 5	25%	50%	75%	100%	100%	100%	100%	100%	100%	100%	100%
Year 6	0%	25%	50%	75%	100%	100%	100%	100%	100%	100%	100%
Year 7	0%	0%	25%	50%	100%	100%	100%	100%	100%	100%	100%
Year 8	0%	0%	0%	25%	75%	100%	100%	100%	100%	100%	100%
Year 9	0%	0%	0%	0%	50%	75%	100%	100%	100%	100%	100%
Year 10	0%	0%	0%	0%	25%	50%	75%	100%	100%	100%	100%
Year 11	0%	0%	0%	0%	0%	25%	50%	100%	100%	100%	100%
Year 12	0%	0%	0%	0%	0%	0%	25%	75%	100%	100%	100%
Year 13	0%	0%	0%	0%	0%	0%	0%	50%	100%	100%	100%
Year 14	0%	0%	0%	0%	0%	0%	0%	25%	75%	100%	100%
Year 15	0%	0%	0%	0%	0%	0%	0%	0%	50%	100%	100%
Year 16	0%	0%	0%	0%	0%	0%	0%	0%	25%	75%	100%
Year 17	0%	0%	0%	0%	0%	0%	0%	0%	0%	50%	75%
Year 18	0%	0%	0%	0%	0%	0%	0%	0%	0%	25%	50%
Year 19	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	25%
Year 20	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Length (Years)	5	6	7	8	10	11	12	14	16	18	19

Precinct 1

PRECINCT 2: PERCENTAGE OF PROPERTY TAX (MUNICIPAL PORTION) REBATED											
Affordable Units (%) ▶	None	1-9%	10-19%	20-29%	30-39%	40-49%	50-59%	60-69%	70-79%	80-89%	90-100%
Year 1	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Year 2	75%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Year 3	50%	75%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Year 4	25%	50%	75%	100%	100%	100%	100%	100%	100%	100%	100%
Year 5	0%	25%	50%	75%	100%	100%	100%	100%	100%	100%	100%
Year 6	0%	0%	25%	50%	100%	100%	100%	100%	100%	100%	100%
Year 7	0%	0%	0%	25%	75%	100%	100%	100%	100%	100%	100%
Year 8	0%	0%	0%	0%	50%	75%	100%	100%	100%	100%	100%
Year 9	0%	0%	0%	0%	25%	50%	75%	100%	100%	100%	100%
Year 10	0%	0%	0%	0%	0%	25%	50%	100%	100%	100%	100%
Year 11	0%	0%	0%	0%	0%	0%	25%	75%	100%	100%	100%
Year 12	0%	0%	0%	0%	0%	0%	0%	50%	75%	100%	100%
Year 13	0%	0%	0%	0%	0%	0%	0%	25%	50%	100%	100%
Year 14	0%	0%	0%	0%	0%	0%	0%	0%	25%	75%	100%
Year 15	0%	0%	0%	0%	0%	0%	0%	0%	0%	50%	75%
Year 16	0%	0%	0%	0%	0%	0%	0%	0%	0%	25%	50%
Year 17	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	25%
Year 18	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Year 19	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Year 20	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Length (Years)	4	5	6	7	9	10	11	13	14	16	17

Precinct 2

PRECINCT 3: PERCENTAGE OF PROPERTY TAX (MUNICIPAL PORTION) REBATED											
Affordable Units (%) ▶	None	1-9%	10-19%	20-29%	30-39%	40-49%	50-59%	60-69%	70-79%	80-89%	90-100%
Year 1	75%	75%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Year 2	50%	75%	75%	75%	100%	100%	100%	100%	100%	100%	100%
Year 3	25%	50%	50%	75%	100%	100%	100%	100%	100%	100%	100%
Year 4	0%	25%	25%	50%	75%	100%	100%	100%	100%	100%	100%
Year 5	0%	0%	0%	25%	50%	75%	100%	100%	100%	100%	100%
Year 6	0%	0%	0%	0%	25%	50%	75%	100%	100%	100%	100%
Year 7	0%	0%	0%	0%	0%	25%	50%	75%	100%	100%	100%
Year 8	0%	0%	0%	0%	0%	0%	25%	50%	75%	100%	100%
Year 9	0%	0%	0%	0%	0%	0%	0%	25%	50%	75%	100%
Year 10	0%	0%	0%	0%	0%	0%	0%	0%	25%	50%	75%
Year 11	0%	0%	0%	0%	0%	0%	0%	0%	0%	25%	50%
Year 12	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	25%
Year 13	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Year 14	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Year 15	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Year 16	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Year 17	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Year 18	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Year 19	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Year 20	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Length	3	4	4	5	6	7	8	9	10	11	12

Precinct 3