

Report to Planning and Environment Committee

To: Chair and Members
Planning and Environment Committee

From: Gregg Barrett
Director, City Planning and City Planner

Subject: Core Area Community Improvement Plan (O-9257)
Core Area Community Improvement Plan Financial
Incentive Program Guidelines

Public Participation Meeting: March 1, 2021

Recommendation

That, on the recommendation of the Director, City Planning and City Planner, the following actions be taken with respect to the application by The Corporation of the City of London relating to the Core Area Community Improvement Plan:

- a) the proposed by-law attached as Appendix “A” being “A by-law to designate the Core Area Community Improvement Project Area”, **BE INTRODUCED** at the Municipal Council meeting to be held on March 23, 2021;
- b) subject to the approval of a) above, the proposed by-law attached as Appendix “B” being “A by-law to amend The London Plan for the City of London, 2016, relating to Map 8 in Appendix 1 (Maps) and the Core Area Community Improvement Project Area”, **BE INTRODUCED** at the Municipal Council meeting to be held on March 23, 2021;
- c) subject to the approval of a) above, the proposed by-law attached as Appendix “C” being “A by-law to adopt the Core Area Community Improvement Plan”, **BE INTRODUCED** at the Municipal Council meeting to be held on March 23, 2021;
- d) subject to the approval of a) above, the proposed by-law attached as Appendix “D” being “A by-law to establish financial incentives for the Core Area Community Improvement Area”, **BE INTRODUCED** at the Municipal Council meeting to be held on March 23, 2021; and,
- e) the proposed by-law attached as Appendix “E” being “A by-law to amend C.P.-1467-175, as amended, being “A By-law to establish financial incentives for the Downtown Community Improvement Project Areas”, by deleting in its entirety, Schedule 3 – The Boulevard Café Grant Guidelines”, **BE INTRODUCED** at the Municipal Council meeting to be held on March 23, 2021;

it being noted that funding has been approved through the 2020-2023 Multi-Year Budget for the proposed Core Area Safety Audit Grant Program and Core Area Boulevard Café Grant Program, and that funding is available in the Community Improvement Plan Grant Reserve Fund to implement the proposed Core Area Sign Grant Program.

Executive Summary

The Core Area Community Improvement Plan (CIP) sets the vision for improvement in the core area, establishes the direction toward achieving that vision, identifies key actions, and provides the framework for financial incentive programs. The Core Area CIP is required to implement the actions items identified in the *Core Area Action Plan* pertaining to grant programs providing financial assistance to property owners to implement the Core Area Safety Audit recommendations and to offset various fees related to boulevard cafés, signs, and encroachments.

The draft Core Area CIP was prepared and presented at the October 19, 2020 meeting of the Planning and Environment Committee. This draft was later presented to the

public at two community information meetings held on December 9, 2020. The Core Area CIP was revised based on the feedback provided by the Municipal Council, the public, the Civic Administration, and the Ministry of Municipal Affairs and Housing.

The purpose of this report is to recommend: (1) designation of the Core Area Community Improvement Project Area; (2) amendments to Map 8 (Community Improvement Project Areas) of *The London Plan* to identify the Core Area Community Improvement Project Area; (3) adoption of the Core Area Community Improvement Plan; (4) adoption of three financial incentive programs within the Core Area Community Improvement Project Area; and (5) discontinuation of the Boulevard Café Grant Program within the Downtown Community Improvement Areas.

The Core Area CIP meets the test for community improvement, as defined in the *Planning Act*. Furthermore, the adoption of the Core Area CIP and the proposed amendment to *The London Plan* is consistent with the Provincial Policy Statement, 2020 and is supported by policies of *The London Plan*.

Linkage to the Corporate Strategic Plan

The Municipal Council's 2019-2023 Strategic Plan identifies "Growing our Economy" as a strategic area of focus. Revitalizing London's downtown and urban areas; increasing access to supports for entrepreneurs and small businesses, and community economic development; and supporting entrepreneurs, start-up, and scale-up companies are strategies within this strategic area.

The Core Area CIP sets the vision for improvement in the core area, establishes the direction toward achieving that vision, identifies key actions, and provides the framework for financial incentive programs, all with the goal of assisting in the revitalization of the core area. The Core Area CIP is required to provide financial assistance to property owners to implement the Core Area Safety Audit recommendations, as well as to offset various fees for boulevard cafés, signs, and encroachments within the core area.

Climate Emergency

On April 23, 2019, the Municipal Council declared a Climate Emergency. The Core Area CIP supports the City's commitment to reducing and mitigating climate change by providing tools that will encourage the revitalization of the downtown and surrounding urban areas. It will support more intense and efficient use of existing urban lands and infrastructure and the regeneration of existing neighbourhoods and will align with transportation planning to support public transit and active transportation options.

Analysis

1.0 Background Information

1.1 Previous Reports Related to this Matter

The following reports provide relevant background information related to this matter:

- October 28, 2019 Strategic Priorities and Policy Committee – Core Area Action Plan
- June 22, 2020 Planning and Environment Committee – City of London Boulevard Café Grant Program
- July 14, 2020 Strategic Priorities and Policy Committee – Core Area Action Plan – 2020 Progress Update
- October 19, 2020 Planning and Environment Committee – Core Area Community Improvement Plan

1.2 Core Area Action Plan

In response to increasing concerns received regarding the state of the core area, and acknowledgement that there has previously been extensive public and private investment in the downtown and surrounding areas, the City of London initiated a study to identify the gaps that were potentially hindering the future success of the core area. The *Core Area Action Plan* was the result of this study, which identified approximately 70 initiatives that were intended to address these gaps. In November 2019, the Municipal Council received this plan.

The Civic Administration was directed to begin implementing the action items identified in the *Core Area Action Plan* that could be addressed through existing budgets, and to submit business cases for action items requiring additional investment through the 2020-2023 Multi-Year Budget process. Funding for many of these action items has been approved through the 2020-2023 Multi-Year Budget process, including funding for several action items identified as requiring a community improvement plan to facilitate their implementation.

1.3 Purpose of the Core Area Community Improvement Plan

Pursuant to the provisions of section 28 of the *Planning Act*, a community improvement plan allows a municipality to, among other things, provide grants and loans to property owners that would otherwise be unavailable. The Core Area CIP will therefore facilitate the implementation of the following action items identified by *Core Area Action Plan*:

- Item #54: Provide grants to implement safety audit recommendations on privately-owned property through Core Area Community Improvement Plan
- Item #62: Eliminate encroachment fees for patios, signage and awnings in the Core Area through Core Area Community Improvement Plan
- Item #63: Eliminate application fees for encroachments, signage and patios in the Core Area through Core Area Community Improvement Plan
- Item #64: Eliminate fees for use of on-street parking spaces for temporary restaurant patios through Core Area Community Improvement Plan

It is important to note that the Core Area CIP is an enabling document, which means the Municipal Council is under no obligation to activate and implement any of the incentive programs.

1.4 Existing Boulevard Café Grant Program in the Downtown

In June 2020, the Civic Administration brought forward the Boulevard Café Grant Program for the Downtown Community Improvement Project Areas as an interim measure until a similar program could be established through the Core Area Community Improvement Plan to assist with the economic recovery of the downtown as a result of the COVID-19 pandemic. At its meeting held on June 29, 2020, the Municipal Council resolved:

That, on the recommendation of the Director, Planning and City Planner, the following actions be taken with respect to implementing program guidelines for a Boulevard Café Grant Program:

- (a) the proposed by-law appended to the staff report dated June 22, 2020 as Appendix "A" BE INTRODUCED at the Municipal Council meeting to be held on June 29, 2020 to amend By-law C.P.-1467-175, as amended, being a by-law to establish financial incentives for the Downtown Community Improvement Project Areas, to adopt the Boulevard Café Grant Program as Schedule 3; and,
- (b) the Civic Administration BE DIRECTED to supplement the Core Area Action Plan funding approved through the 2020-2023 Multi-Year Budget with the Small Scale Downtown Projects Fund, approved through the 2015-2019 Multi-Year Budget to support the Boulevard Café Grant

Program and other small-scale projects that assist with the economic recovery of the downtown as a result of the COVID-19 pandemic;

it being noted that this initial Grant Program is being adopted under the existing Downtown Community Improvement Plan until such a time as a Core Area Community Improvement Plan is developed and approved, which would extend this Program to the entire Core Area as identified in the Core Area Action Plan. (2.2/9/PEC)

As this report introduces the Core Area Boulevard Café Grant Program for the Core Area Community Improvement Project Area, the existing Boulevard Café Grant Program for the Downtown Community Improvement Project Areas (attached as Appendix “F” to this report) should be discontinued, should Municipal Council proceed with the adoption of the Core Area CIP and its associated financial incentive programs.

1.5 Nature of the Application

The Corporation of the City of London has requested an Official Plan amendment to implement a community improvement plan to establish a long-term vision for improvement in the core area. The request includes:

- The designation of the Core Area Community Improvement Project Area;
- Amendments to Map 8 (Community Improvement Project Areas) of *The London Plan* to identify the Core Area Community Improvement Project Area;
- Adoption of the Core Area Community Improvement Plan; and,
- Adoption of three financial incentive programs within the Core Area Community Improvement Project Area, noting that funding has been approved through the 2020-2023 Multi-Year Budget as well as the Community Improvement Plan Grant Reserve Fund.

All of the above is pursuant to the provisions of Section 28 of the *Planning Act* and the Community Improvement Plan section of the Our Tools part of *The London Plan*.

In addition to the above, The Corporation of the City of London is also recommending the discontinuation of the Boulevard Café Grant Program within the Downtown Community Improvement Project Areas.

2.0 Core Area Community Improvement Plan

2.1 Core Area Community Improvement Project Area

Ontario’s *Planning Act* defines a community improvement project area 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.”

The *Core Area Action Plan* generally defined the core area as the Thames River to the west, properties fronting Queens Avenue to the north, Woodman Avenue to the east, and properties fronting King Street to the south; it also includes all properties fronting Richmond Street from Fullarton Street to Oxford Street East and properties fronting York Street from the Thames River to Waterloo Street. As the action items identified in the *Core Area Action Plan* corresponded to this boundary, it is understood that the funding received for the action items does as well. Therefore, the *Core Area Action Plan* core area boundary was used as the basis for the Core Area Community Improvement Project Area illustrated in the attached Appendix “A” – Schedule 1. It should be noted that slight adjustments were necessary as the community improvement project area required a parcel-based boundary.

It is also important to note that the Core Area Community Improvement Project Area overlaps with the community improvement project areas as defined by the *Downtown Community Improvement Plan* and the *Old East Village Community Improvement Plan*.

2.2 Core Area Financial Incentive Programs

To implement the action items of the *Core Area Action Plan*, the Core Area CIP proposes three new incentive programs, which include: (1) the Core Area Safety Audit Grant Program; (2) the Core Area Boulevard Café Grant Program; and, (3) the Core Area Sign Grant Program.

The Core Area Safety Audit Grant Program will assist property owners in implementing Core Area Safety Audit recommendations necessary to improve safety within the Core Area. The Core Area Safety Audit will be led by Corporate Security and Emergency Management staff and undertaken by a consultant with relevant expertise. The Request for Proposal (RFP) to retain this consultant will be issued in the first quarter of 2021. Through this Grant Program, the City may provide grants of up to 50 percent of the total cost of the property modifications undertaken to implement the safety improvements, up to a maximum of \$10,000 per property.

The Core Area Boulevard Café Grant Program will offset administrative and licence fees related to the operation of a boulevard café, including fees associated with the temporary use of the municipal sidewalk and/or on-street parking space related to a boulevard café. The City may provide grants equal to the administrative and licence fees. The intent of this grant program is to offset these fees for the applicant while providing a mechanism to cover the City's lost revenue.

The Core Area Sign Grant Program will offset administrative and licence fees related to sign permits, including the encroachment of signs on a City street or road allowance. The intent of this grant program is to offset these fees for the applicant while providing a mechanism to cover the City's lost revenue.

These financial incentive programs will be continuously monitored and evaluated through qualitative and quantitative measures that will determine their success.

2.3 Core Area Action Items

Core Area Action Plan action items that are within the purview of what can be addressed by a community improvement plan were included in the Core Area CIP. No new action items were identified through the process of creating this CIP. These action items include:

- Undertake a safety audit of the Core Area to identify physical improvements that can be undertaken on both public and private space to improve safety and security.
- Implement safety audit recommendations on publicly-owned property.
- Make available financial incentives to implement safety audit recommendations on privately-owned property.
- Secure a storefront to establish a multifunctional space to house relevant City staff, Foot Patrol Officers, and public restrooms as well as provide convenient storage for moveable furniture and equipment.
- Create an infrastructure art and beautification program to identify opportunities for necessary infrastructure to be visually enhanced through the application of artwork.
- Regenerate London and Middlesex Housing Corporation (LMHC) housing stock.
- Explore opportunities for new public washrooms.
- Make available financial incentives to offset administrative and licence fees related to the operation of a boulevard café.
- Make available financial incentives to offset administrative and licence fees related to sign permits and associated encroachment fees.
- Discourage the perpetual extension of temporary surface parking lots.

2.4 Community Engagement (see Appendix G)

Notice of Application was sent to 3,900 property owners in the Core Area on September 21, 2020 and published in the Public Notices and Bidding Opportunities section of *The Londoner* on October 1, 2020. The notice advised of the possible Official Plan amendment to implement the Community Improvement Plan to establish a long-term vision for improvement in the Core Area. Possible amendment to *The London Plan* Map 8 – Community Improvement Plan Areas to add the Core Area community improvement project area. Possible passing of a by-law to designate the Core Area as a community improvement project area, possible adoption of the Core Area Community Improvement Plan, and possible adoption of Core Area Community Improvement Plan Financial Incentive Guidelines, all pursuant to the provisions of section 28 of the *Planning Act* and the Community Improvement Plan section of the Our Tools part of *The London Plan*.

In response to the Notice of Application, the Civic Administration was contacted by approximately 17 individuals; the majority of which were seeking clarification on the application.

Following the presentation of the draft Core Area CIP at the October 19, 2020 Planning and Environment Committee meeting, the draft Core Area CIP was posted on the Get Involved project website for public review and comment.

One individual submitted comments for consideration after reviewing the draft plan, which in summary included:

- Opposition for waiving fees for Temporary Sound Permits;
- Suggestions that there should be increased on-site management of City-owned buildings with affordable units;
- Concern that the “Core Area Profile” is not an accurate reflection of the demographics of the area;
- Support for the majority of the actions identified in the Core Area Action Plan; and,
- Concern with the rate of residential growth in the Core Area causing increased traffic, low water pressure, and power outages. (See the attached Appendix “G” for details).

Notice of the Community Information Meeting was published in the Public Notices and Bidding Opportunities section of *The Londoner* on November 26, 2020. The Notice advised that the City of London will be holding two virtual community information meetings on the draft Core Area CIP on December 9, 2020. This Notice was also advertised through the City’s social media channels and distributed by Downtown London and the Old East Village Business Improvement Area. Additionally, the Notice was emailed directly to 16 individuals who contacted the City previously regarding this application and provided their email addresses for project updates.

On December 9, 2020, the Civic Administration held two virtual Community Information Meetings. As both meetings provided the same information, the intent of holding two separate meetings was to allow flexibility and improve access to those wishing to attend. Approximately 31 individuals attended these meetings. See the attached Appendix “G” for a summary of the questions received during these meetings. A video of the presentation, including slides and audio, the presentation transcript, and a summary of the questions and answers were posted on the Get Involved project website for those unable to attend either meeting.

Following the Community Information Meeting, comments were received from one organization, which in summary included:

- General support for the Core Area CIP;
- Consideration to expand the four key issues identified in the draft plan to include: affordable housing, cleanliness, employment, and food accessibility;
- Consideration for adjusting targets due to COVID-19;
- Support for the financial incentive programs, and the suggestion to move up funding to a closer date; and,

- Support for new public washrooms and a request to expedite this action. (See the attached Appendix “G” for details).

The Civic Administration also met with staff from the Ministry of Municipal Affairs and Housing (MMAH) on January 8, 2021 and January 28, 2021. Feedback from the MMAH focused on the financial incentive programs; in particular, ensuring that there is clarity around eligible improvement through the Core Area Safety Audit Grant Program.

2.5 Updates to the Draft Core Area Community Improvement Plan

The draft Core Area CIP was released for public review and comment in October 2020. Feedback has been received from the public, the Municipal Council, the Civic Administration, and the MMAH, which informed the revisions made. Minor editorial changes were made throughout the document to correct spelling or grammar or to improve clarity. The more substantive changes that have been made since the draft Core Area CIP was released are described below.

Financial Incentive Programs

The draft Core Area CIP proposed two financial incentive programs. Through discussions with the Civic Administration staff regarding the detailed operational aspects of these financial incentive programs, it was identified that it would be more practical for administrative purposes, as well as clearer for future applicants, to separate the program functions into three financial incentive programs. In essence, the “Core Area Fee Program” which was proposed in the draft Core Area CIP, was divided into the “Core Area Boulevard Café Grant Program” and the “Core Area Sign Grant Program.”

The financial incentive program descriptions were also refined for clarity. In particular, the Core Area Safety Audit Grant Program description was updated to ensure it was explicit that only property- and building-related improvements would be eligible for grants through this program. This change was made in response to feedback received from MMAH. Also of note is the removal of the reference to waiving the Temporary Sound Permit fees for outdoor patios under the Core Area Boulevard Café Grant Program. This was removed from the program for administrative and budgetary reasons and support for removing this fee was also received through public feedback during the consultation process.

Community Feedback Section

The draft Core Area CIP contained the detailed summary of feedback collected during the *Core Area Action Plan* process; however, this has been since been removed. The proposed Core Area CIP instead contains a more concise summary of the feedback, as the detailed feedback will be available for reference in the *Core Area Action Plan*. This change was made in response to feedback received from the Municipal Council.

Action Item Target Dates

In the draft Core Area CIP, the action item target dates were intended to represent the completion of an action item. The target dates have been updated to instead reflect the general timing of when implementation of the action item is intended to begin. This change was made in response to public feedback received.

2.6 Policy Context (see Appendix H)

The London Plan (Official Plan)

The London Plan contains policies to guide the short-term and long-term physical development of all lands within the boundary of the municipality. Policy 1726 of *The London Plan* states that:

Community improvement plans are intended to provide City Council with the necessary tools to stimulate reinvestment and redevelopment, inspire appropriate infill and intensification, coordinate planning efforts, improve the physical infrastructure, support community economic development, preserve neighbourhood and cultural heritage value, and lead to the establishment of an improved neighbourhood. The tools to implement community improvement plans may include incentives and targeted private and/or public investment to achieve

the vision, key directions and policies in *The London Plan*. Council may also acquire, clear and dispose of land to support community improvement and economic development, or use any other methods to support community improvement or environmental, social or community economic development that is permitted by the legislation.

Direction #1 instructs us to create a strong civic image by improving the downtown, creating and sustaining great neighbourhoods (policy 55_3), and to revitalize our urban neighbourhoods and business areas (policy 55_4). Direction #3 instructs us to revitalize London's downtown, urban main streets, and their surrounding urban neighbourhoods to serve as the hubs of London's cultural community (policy 57_9). Direction #5 tells us to sustain, enhance, and revitalize our downtown, main streets, and urban neighbourhoods (policy 59_3). The vision, objectives and financial incentive programs of the Core Area CIP seek to assist in the revitalization of the core urban area of the city, support businesses, and enhance the cultural community of London.

The London Plan amendment and designation of a community improvement project area for the Core Area is in conformity with the policy framework of *The London Plan*.

Provincial Policy Statement, 2020

The *Provincial Policy Statement, 2020* (PPS) provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the PPS sets the policy foundation for regulating the development and use of land. Section 3 of the *Planning Act* requires that decisions affecting planning matters "shall be consistent with" policy statements issued under the Act; therefore, all Community Improvement Plans must be consistent with the PPS.

The vision for land use planning as established by the PPS is that the long-term prosperity and social well-being of Ontario depends upon planning for strong, sustainable and resilient communities for people of all ages, a clean and healthy environment, and a strong and competitive economy (Part IV).

Policy 1.1.1 of the PPS provides direction for municipalities to provide healthy, liveable and safe communities by promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term (policy 1.1.1 a). The intent of the Core Area CIP is to support the downtown and surrounding urban neighbourhoods to ensure their economic health through three financial incentive programs that will support local businesses, as a vital segment of the London's economy is represented in the core area. The core area also presents many opportunities for infill and intensification. The Core Area CIP seeks to encourage the redevelopment of underutilized land currently used as surface parking lots through Action Item 10, which seeks to discourage the perpetual extension of temporary surface parking lots.

Policy 1.7.1 of the PPS provides direction for municipalities to support long-term economic prosperity by "promoting opportunities for economic development and community investment-readiness" (policy 1.7.1 a) and by "maintaining and, where possible, enhancing the vitality and viability of downtowns and mainstreets" (policy 1.7.1 d). The vision, objectives and financial incentive programs of the Core Area CIP seek to improve the economic prosperity and vitality of the core urban area of London.

The London Plan amendment and designation of a community improvement project area for the Core Area is consistent with the policy framework of the *Provincial Policy Statement, 2020*.

The Planning Act

Section 28 of the *Planning Act* gives municipalities the ability to designate the whole or any part of the municipality as a community improvement project area, such that 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.

Section 28 of the *Planning Act* also gives municipalities the ability to adopt a community improvement plan, which allows a municipality to take actions such as:

- Identify changes needed to land use planning policy, zoning, other by-laws and practices;
- Acquire, rehabilitate, and dispose of land;
- Provide grants and loans to property owners that would otherwise be unavailable; and,
- Direct investments made to infrastructure and public space.

Many of the above actions are not otherwise permitted by municipalities unless they have approved a community improvement plan.

Municipal Act, 2001

The *Municipal Act, 2001* prohibits municipalities from providing assistance directly or indirectly to any manufacturing business or other industrial or commercial enterprise through the granting of bonuses (section 106(1)).

Section 106(2) states that the municipality shall not grant assistance by:

- Giving or lending any property of the municipality, including money;
- Guaranteeing borrowing;
- Leasing or selling any municipal property at below fair market value; or,
- Giving a total or partial exemption from any levy, charge, or fee.

However, section 106(3) of the *Municipal Act, 2001* provides an exception to the granting of bonuses. Municipalities can exercise powers under subsection 28(6), (7) or (7.2) of the *Planning Act* or under Section 365.1 of the *Municipal Act, 2001*. Section 28 of the *Planning Act* allows municipalities to prepare and adopt Community Improvement Plans if they have the appropriate provisions in their Official Plans.

3.0 Financial Impact/Considerations

3.1 Core Area Financial Incentive Programs

Funding for the Core Area Safety Audit Grant Program and the Core Area Boulevard Café Grant Program was approved by Municipal Council through the 2020-2023 Multi-Year Budget process.

An annual budget of \$100,000 from 2021 to 2023 to support the Core Area Safety Audit Grant Program was approved with the Multi-Year Budget – Business Case #7b – Initiative #54.

An annual budget of \$30,000 from 2020 to 2023 to support the Core Area Boulevard Café Grant Program was approved with the Multi-Year Budget – Business Case #7a – Initiative #62. It should be noted that the funding allocated for 2020 for this program was reallocated, as per the July 14, 2020 Strategic Priorities and Policy Committee report “Core Area Action Plan – 2020 Progress Update”.

The Core Area Sign Grant Program will result in lost revenue of approximately \$30,000 in 2021, and \$100,000 each year after. Because this program has been established as a community improvement plan, the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer confirms the lost revenue can be funded by the Community Improvement Plan Grant Reserve Fund (the “Fund”) and that the Fund has sufficient balances to support these costs. Any long-term impacts will be considered through the 2024-2027 Multi-Year Budget process.

Conclusion

This report recommends designation of the Core Area Community Improvement Project Area and related amendments to *The London Plan* mapping. Additionally, this report recommends adoption of the Core Area Community Improvement Plan (CIP) and adoption of three financial incentive programs within the Core Area Community Improvement Project Area.

The Core Area CIP meets the test for community improvement, as defined in the *Planning Act*. Furthermore, the adoption of the Core Area CIP and the amendment to *The London Plan* is consistent with the *Provincial Policy Statement, 2020* and is supported by policies of *The London Plan*.

This report also recommends the discontinuation of the Boulevard Café Grant Program within the Downtown Community Improvement Areas, as the Core Area Café Grant Program is now ready for implementation.

Consultation regarding the draft Core Area CIP took place in December 2020.

Prepared by: **Kerri Killen, MCIP, RPP**
Senior Planner, City Building and Design

Submitted by: **Britt O'Hagan, MCIP, RPP**
Manager, City Building and Design

Recommended by: **Gregg Barrett, AICP**
Director, City Planning and City Planner

cc. Anna Lisa Barbon, Managing Director, Corporate Services and City Treasurer,
Chief Financial Officer
Kyle Murray, Director, Financial Planning & Business Support

Appendix “A”

Bill No. (number to be inserted by Clerk's Office)
2021

By-law No. **C.P. XXXX**

A by-law to designate the Core Area
Community Improvement Project Area.

WHEREAS by subsection 28(2) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, the Council of a municipal corporation may, by by-law, designate the whole or any part of an area covered by an official plan as a community improvement project area;

AND WHEREAS *The London Plan*, 2016, the Official Plan for the City of London, contains provisions relating to community improvement within the city;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. The Core Area Community Improvement Project Area, as contained in Schedule 1, attached hereto and forming part of this by-law, is designated.
2. This by-law shall come into effect in accordance with subsection 17(38) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended.

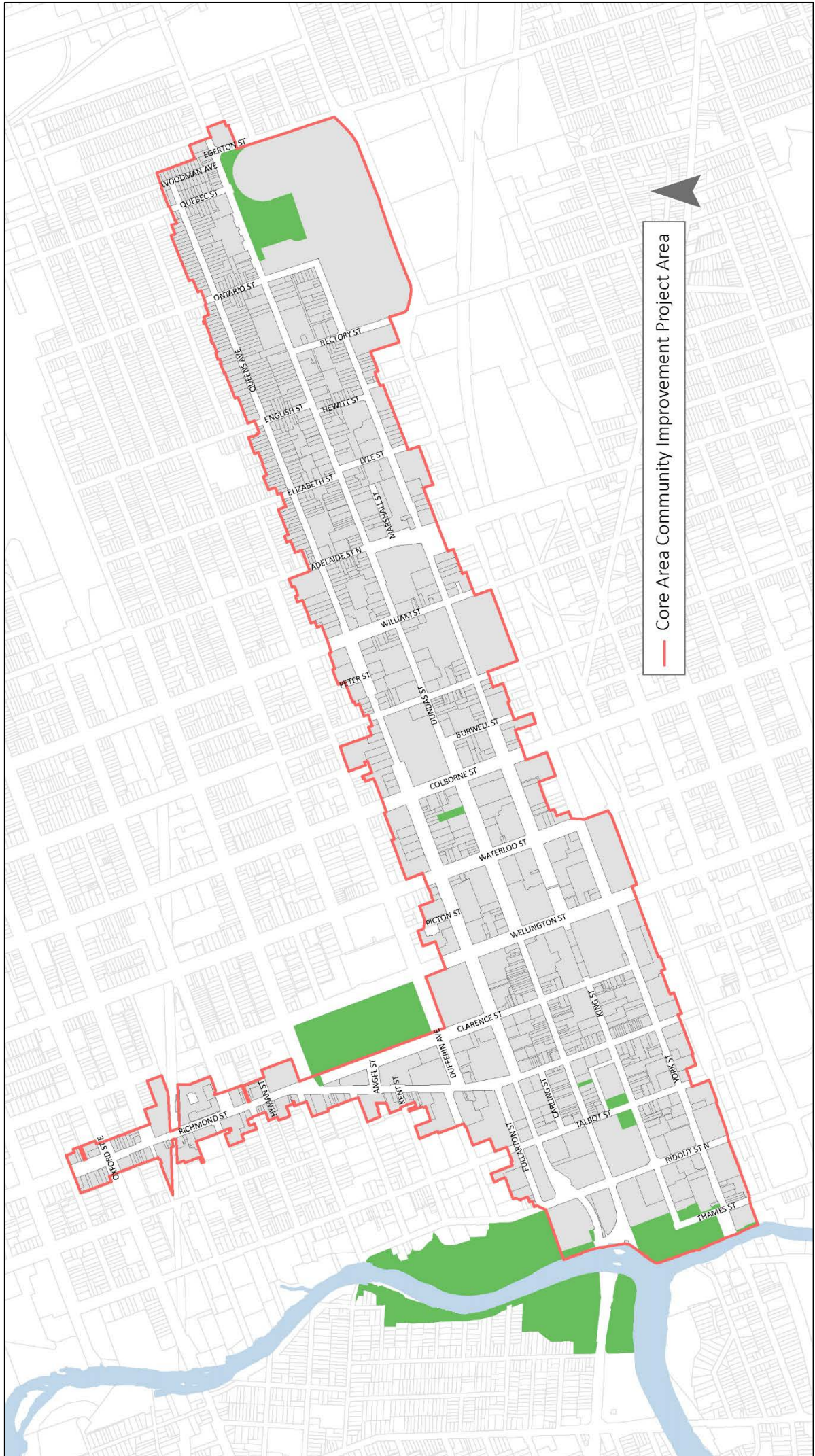
PASSED in Open Council on March 23, 2021.

Ed Holder
Mayor

Catharine Saunders
City Clerk

First Reading – March 23, 2021
Second Reading – March 23, 2021
Third Reading – March 23, 2021

Schedule 1: Core Area Community Improvement Project Area



Appendix “B”

Bill No. (number to be inserted by Clerk's Office)
2021

By-law No. **C.P. XXXX**

A by-law to amend The London Plan for the City of London, 2016, relating to Map 8 in Appendix 1 (Maps) and the Core Area Community Improvement Project Area.

The Municipal Council of the Corporation of the City of London enacts as follows:

1. Amendment No. XX to The London Plan for the City of London Planning area – 2016, as contained in the text attached hereto as Schedule 1 and forming part of this by-law, is adopted.
2. The Amendment shall come into effect in accordance with subsection 17(27) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended.

PASSED in Open Council on March 23, 2021

Ed Holder
Mayor

Catharine Saunders
City Clerk

First Reading – March 23, 2021
Second Reading – March 23, 2021
Third Reading – March 23, 2021

AMENDMENT NO.
to
THE LONDON PLAN FOR THE CITY OF LONDON

A. PURPOSE OF THIS AMENDMENT

The purpose of this Amendment is:

1. To add the Core Area Community Improvement Project Area to Map 8 – Community Improvement Project Areas in Appendix 1 (Maps) to *The London Plan*, pursuant to Council's designation of the Core Area Community Improvement Project Area.

B. LOCATION OF THIS AMENDMENT

This Amendment applies to all lands within the Core Area Community Improvement Project Area.

C. BASIS OF THE AMENDMENT

The City must designate a core area community improvement project area to adopt a community improvement plan pertaining to such matters.

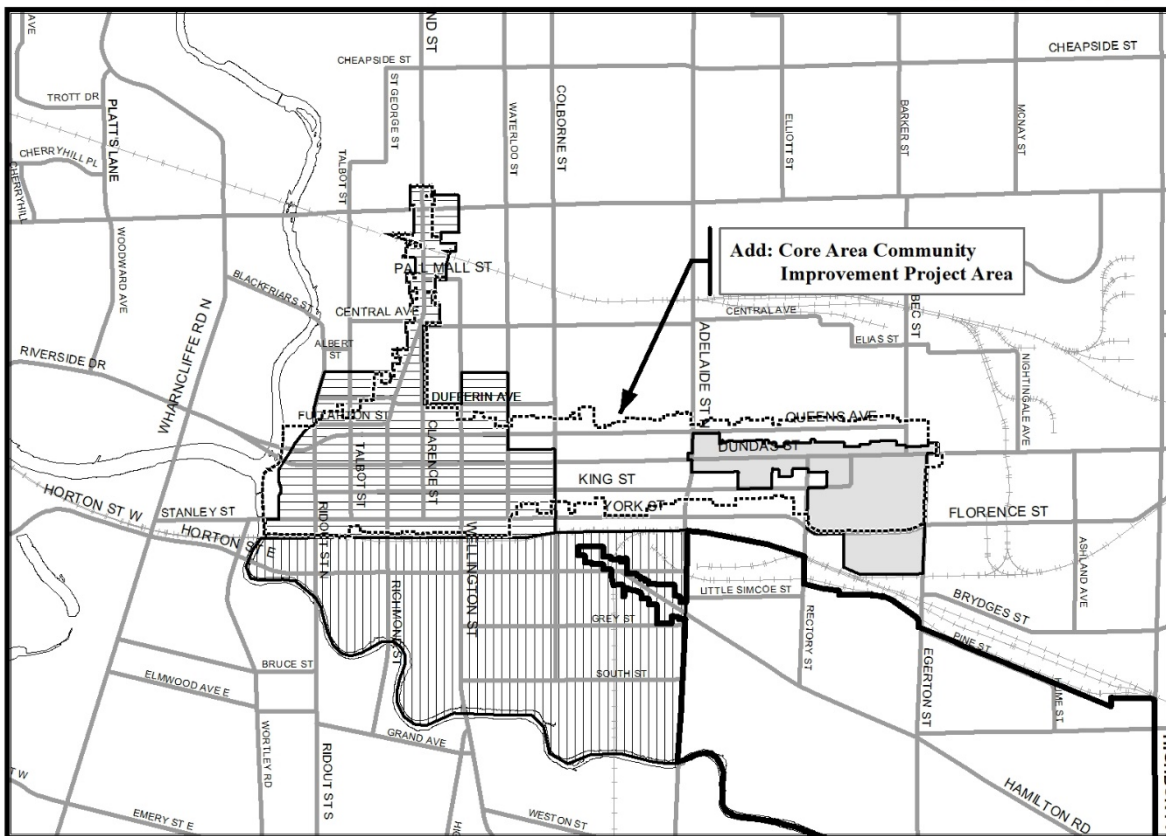
D. THE AMENDMENT

The London Plan for the City of London is hereby amended as follows:

1. Map 8 – Community Improvement Project Area in Appendix 1 (Maps) to *The London Plan* for the City of London Planning Area is amended by adding the “Core Area Community Improvement Project Area” to the Map and Map Legend.

Schedule 1: Amendment to Map 8 to *The London Plan*

AMENDMENT NO: _____



LEGEND

- Airport Community Improvement Project Area
- Downtown Community Improvement Project Area
- Core Area Community Improvement Project Area
- Hamilton Road Community Improvement Project Area
- Lambeth Community Improvement Project Area
- Old East Village Community Improvement Project Area
- SoHo Community Improvement Project Area

BASE MAP FEATURES

- Streets (See Map 3)
- Railways
- Urban Growth Boundary
- Water Courses/Ponds

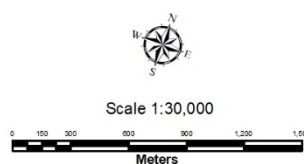
Add Core Area Community Improvement Project Area text and symbol to legend

NOTE: The Brownfields CIP, Heritage CIP, Industrial CIP and Affordable Housing CIP Areas include all lands within the municipal boundary

This is an excerpt from the Planning Division's working consolidation of Map 8 - Community Improvement Project Areas of the London Plan, with added notations.

SCHEDULE #
TO
THE LONDON PLAN
AMENDMENT NO. _____

PREPARED BY: Planning Services



FILE NUMBER: O-9257
PLANNER: KK
TECHNICIAN: MB
DATE: 1/13/2021

Bill No. (number to be inserted by Clerk's Office)
2021

By-law No. **C.P. XXXX**

A by-law to adopt the Core Area
Community Improvement Plan.

WHEREAS subsection 28(4) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, enables the Council of a municipal corporation to adopt a community improvement plan for a community improvement project area;

AND WHEREAS the Council of The Corporation of the City of London has, by by-law, designated a community improvement project area identified as the Core Area Community Improvement Project Area;

AND WHEREAS the Core Area Community Improvement Project Area is in conformity with *The London Plan*, 2016, the Official Plan for the City of London;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. The Core Area Community Improvement Plan, attached hereto as Schedule 1, is hereby adopted as the Community Improvement Plan for the area defined therein;
2. This by-law shall come into effect on the day it is passed

PASSED in Open Council on March 23, 2021.

Ed Holder
Mayor

Catharine Saunders
City Clerk

First Reading – March 23, 2021
Second Reading – March 23, 2021
Third Reading – March 23, 2021

Schedule 1: Core Area Community Improvement Plan

Bill No. (number to be inserted by Clerk’s Office)
2021

By-law No. **C.P. XXXX**

A by-law to establish financial incentives
for the Core Area Community
Improvement Project Area.

WHEREAS by subsection 28(2) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, the Council of a municipal corporation may, by by-law, designate the whole or any part of an area as a community improvement project area;

AND WHEREAS subsection 28(4) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, enables the Council of a municipal corporation to adopt a community improvement plan for a community improvement project area;

AND WHEREAS *The London Plan*, 2016, the Official Plan for the City of London, contains provisions relating to community improvement within the City of London;

AND WHEREAS the Municipal Council of The Corporation of the City of London has, by by-law, designated a community improvement project area identified as the Core Area Community Improvement Project Area;

AND WHEREAS the Municipal Council of The Corporation of the City of London has, by by-law, adopted the Core Area Community Improvement Plan;

NOW THEREFORE the Municipal Council of the Corporation of the City of London enacts as follows:

1. The Core Area Community Improvement Project Area Financial Incentive Guidelines attached hereto as Schedule 1, as Schedule 2, and as Schedule 3 is hereby adopted;
2. This by-law shall come into effect on the day it is passed.

PASSED in Open Council on March 23, 2021.

Ed Holder
Mayor

Catharine Saunders
City Clerk

First Reading – March 23, 2021
Second Reading – March 23, 2021
Third Reading – March 23, 2021

**Schedule 1: Core Area Community Improvement Plan – Core Area
Safety Audit Grant Program Guidelines**

**Schedule 2: Core Area Community Improvement Plan – Core Area
Boulevard Café Grant Program Guidelines**

**Schedule 3: Core Area Community Improvement Plan – Core Area
Sign Grant Program Guidelines**

Bill No. (number to be inserted by Clerk's Office)
2021

By-law No. **C.P. XXXX**

A by-law to amend C.P.-1467-175, as amended, being “A By-law to establish financial incentives for the Downtown Community Improvement Project Areas” by deleting in its entirety, Schedule 3 – The Boulevard Café Grant Guidelines.

WHEREAS by subsection 28(2) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, the Council of a municipal corporation may, by by-law, designate the whole or any part of an area as a community improvement project area;

AND WHEREAS subsection 28(4) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, enables the Council of a municipal corporation to adopt a community improvement plan for a community improvement project area;

AND WHEREAS *The London Plan*, 2016, the Official Plan for the City of London, contains provisions relating to community improvement within the city;

AND WHEREAS the Municipal Council of The Corporation of the City of London has, by by-law, designated a community improvement project area identified as the Downtown Community Improvement Project Areas;

AND WHEREAS the Municipal Council of The Corporation of the City of London has, by by-law, adopted the Downtown Community Improvement Plan;

NOW THEREFORE the Municipal Council of the Corporation of the City of London enacts as follows:

1. By-law C.P.-1467-175, as amended, is hereby amended by deleting in its entirety, Schedule 3 - The Boulevard Café Grant Guidelines;
2. This by-law shall come into effect on the day it is passed.

PASSED in Open Council on March 23, 2021.

Ed Holder
Mayor

Catharine Saunders
City Clerk

First Reading – March 23, 2021
Second Reading – March 23, 2021
Third Reading – March 23, 2021

Appendix “G”

Public Notice

Public liaison: Notice of Application was sent to 3,900 property owners in the Core Area on September 21, 2020 and published in the Public Notices and Bidding Opportunities section of *The Londoner* on October 1, 2020.

Seventeen replies were received.

Nature of Liaison: The purpose and effect of this Official Plan amendment is to implement the Community Improvement Plan to establish a long-term vision for improvement in the Core Area. Possible amendment to The London Plan Map 8 – Community Improvement Plan Areas to ADD the Core Area Community Improvement Project Area. Possible passing of a by-law to designate the Core Area as a community improvement project area, possible adoption of the Core Area Community Improvement Plan, and possible adoption of Core Area Community Improvement Plan Financial Incentive Guidelines, all pursuant to the provisions of Section 28 of the Planning Act and the Community Improvement Plan section of the Our Tools part of The London Plan.

Public liaison: Notice of the Community Information Meeting was published in the Public Notices and Bidding Opportunities section of *The Londoner* on November 26, 2020. This notice was also advertised through the City’s social media channels and distributed by Downtown London and the Old East Village Business Improvement Area. Additionally, the notice was emailed directly to 16 individuals who contacted the City previously regarding this application and provided their email addresses for project updates.

Nature of Liaison: The City of London will be holding two virtual community information meetings on the draft Core Area Community Improvement Plan. Both meetings will provide the same information. Please only attend one session. Each meeting will include a staff presentation of the draft Core Area Community Improvement Plan followed by an opportunity for questions and answers. You can find more information and download a copy of the draft Core Area Community Improvement Plan at getinvolved.london.ca/cacip.

Date: December 9, 2020

Time: 10am-11am and 6pm-7pm

Location: These are virtual meetings being held online through the Zoom platform.

Zoom can be accessed for free from any computer with an internet connection.

The links to both meetings will be available at getinvolved.london.ca/cacip. No pre-registration is required.

Thirty-one individuals attended the Community Information Meetings.

Community Information Meeting Questions and Answers Summary

Meeting 1: December 9, 2020, 10:00AM

1. Hi, thanks for this presentation. When do you estimate, if approved, these Programs will be implemented?

We plan to bring this to the Planning and Environment Committee in the first quarter of 2021 and hope to have the programs in place for patio season of 2021.

Budget is available at the beginning of 2021. As soon as the CIP is approved and the programs are in place, we can fund them.

2. Are grants available to all homeowners? Do they include the side streets from Richmond Row to the river?

In this particular area, the focus of the core area project area is along Richmond Row, so it does not include the side streets to the river. The programs are available to all property owners within the project area boundary. However, the grants proposed programs are mostly oriented to businesses.

3. Can you expand a little on the Safety Audit Program?

The Core Area Safety Audit has not been conducted yet. This will be done to identify what the needs are for public and private space to inform the Safety Audit Grant Program. The City's Corporate Security Team is going to go out with a Request for Proposals (RFP) to hire a Consultant to undergo a comprehensive Safety Audit for the Core Area. As part of that, they will identify areas for improvement on both public and private property. The Safety Audit Grant would be available for private property owners to implement those improvements. It might include such things as security cameras and additional lighting for example.

4. Have any of these grants already been awarded, or are they dependent on approval of the new CIP policies?

The CIP must be in place before the programs can be awarded. No grants have been awarded.

5. Does the Safety Audit Program apply to residential properties as well? Particularly apartment towers. Businesses are asking now what they can expect next year (for planning purposes) relative to patios in particular. What can we tell them now about what to expect next year so they can hire staff, order furniture etc. and be ready to go in the new year?

The Safety Audit Grant Program is available to all property owners within the project area identified in the CIP. The safety audit will determine where and what improvements can be made within the project area.

We are aiming to have the Core Area Fees Program in place for patio season next year. This would mean that fees for outdoor patios and other associated fees would be waived for the patios that are on public property. Patios on private property are not covered by this program.

Outside of the scope of the CIP, the City is looking at other initiatives to change the regulations for patio size given the context of COVID-19 and social distancing. As many of you may know, we had the option of being a bit more flexible with the implementation of private and public patios this year because of COVID-19. The City is looking at the possibility of making this flexibility permanent through amendments to certain regulations.

6. There are Restaurants on our street, and we are also affected by security issues. Why is it only businesses who are being given grants?

If a property is located within the CIP Project Area, the owner can access these grants. While the programs are targeted to help businesses within the Core Area, they can be accessed by any property owner in the Project Area.

7. As an established centre for the Arts, TAP is doing its best to continue to provide opportunities for emerging artists etc. Can the grants be retroactive for improvements that have already been completed?

Grants are not retroactive. We do not know the nature of the TAP improvements, but because the CIP was not in place, we are not able to provide a retroactive grant for these improvements.

8. I am concerned about the emphasis on safety audits and adding "safety features" as opposed to tackling the central issue related to homelessness and social issues. Is your department working in tandem with initiatives to address the root problem as well?

The Core Area Action Plan and several other initiatives and programs are in place for this area that will help to address homelessness and social issues. The Coordinated Informed Response is one such program. These targeted initiatives are still moving forward. This CIP is a very scoped initiative that is looking at providing grants to assist primarily small businesses in the Core Area and is happening in tandem with the work being done in other departments.

9. What is the annual approved budgeted for this program for 2021 & 2022 and what are the approved increases in FTE staff to deliver this program by the City of London (was not answered earlier)

Funding has already been approved through the Multi-Year budget process: \$100,000 per year for 3 years was approved for the Safety Audit Program and \$30,000 per year for 4 years was approved to waive Core Area fees. There is no increase to the 2021 or 2022 budget with related to these items, as their budget was previously approved. There are no increases to FTE for administration of these programs.

10. Can you expand on the "boulevard café" that was mentioned? - Will it be in a specific area? Or will funding go towards creating "boulevard cafe like" patios? What is the funding target toward re: patios?

"Boulevard café" is the terminology the City uses for outdoor patios referencing patios that are located on a sidewalk or parking space (on public property). Businesses have to apply to establish a seasonal outdoor patio on the City's sidewalk/parking space/public right-of-way. The City charges a fee for the use of that public space. This program will essentially waive those fees associated with using the public space as well as the associated application fees.

11. How can businesses be included in the Safety Audit? What is the area included? Can people apply to be part of it? [comment received through Chat function]

The Safety Audit will be conducted for the entire Core Area Project Area as shown on the map. The City's Corporate Securities Team will be hiring a Consultant to conduct the safety audit of the entire area and that will determine where there are improvements that can be made on public or private property and the ones that are on private property are the ones that would be eligible for this grant.

12. How will you be measuring the success/impact of these programs?

The Core Area CIP does have several measures and they are outlined in the document. Also, we do take detailed inventory off all the incentive programs that have been applied for.

As part of incentives specifically, we measure number of grants issued and their value. There are a number of metrics in the CIP that we will be tracking over the period of the three years.

13. There are two maps. One shows all the streets to the river west of Richmond Row and the one you are showing only shows the back of malls and businesses within 120 meters of Richmond Street. What about the businesses and residences on your map (meant the businesses farther to the west)?

Unsure what other map is being referenced. The map shown indicates the boundary created for this project and this boundary has been consistent throughout the project. This boundary was based on the boundary established in the Core Area Action Plan. The Core Area Action Plan boundary did not include the streets to the river, west of Richmond Row. As such, the budget that has been allocated to the grant programs based what was presented to Council in the Core Area Action Plan was not intended for those properties west of Richmond Row.

14. What about Felini Koolini's and Runt Club? Are they included in this area?

If there are specific properties that are on the border of the property that you feel should be included, we are happy to take that feedback. Felini Koolini's and Runt Club are not included in this boundary currently.

15. Why not consider all the properties in the core (e.g. Ward 13)?

During the process of creating the Core Area Action Plan, we identified a specific boundary where the City and stakeholders wanted to focus resources. There are only so many resources to go around. This area was selected because it includes Old East Village, the downtown, Richmond Row, and the Midtown area. Considering the resources available, this area was targeted.

16. Request to consider that the neighbours surrounding the businesses are impacted and have safety issues related to and caused by bar patrons. Also we have a few social housing buildings. Request to consider this issue as part of the Safety Audit. This also impacts visitors not feeling safe.

The Safety Audit received funding from Council through the Multi-Year Budget based on the boundary that was established in the Core Area Action Plan. We can communicate to Corporate Security that there is a desire to expand the Safety Audit area and therefore the budget to conduct it; this will be subject to Council approval.

Meeting 2: December 9, 2020, 6:00PM

1. How does the city envision creating more residential accommodations (especially affordable space) in the core?

Addressing homeless and housing is part of the Core Area Action Plan (CAAP). Although not directly related to this project and these grant programs, there is a lot in the CAAP that discusses affordable housing, so there are other City initiatives underway to expand affordable housing with support.

Outlined in the CAAP, there is a headlease program recently developed which allows landlords to work with the City to provide affordable housing options. There are a number of other initiatives as well, including the Coordinated Informed Response Team, which is a multidisciplinary group that helps those in need. The CAAP addresses almost 70 different initiatives, including many that address homelessness and housing, is available on the getinvolved.london.ca/cacip project webpage. Through the Council approved Multi-Year Budget, a number of those housing initiatives also received funding. The City's housing and social services area is actively pursuing those initiatives and looking at opportunities to get people housed.

2. What are the hoped-for outcomes of the program?

The aim of both programs is primarily to support small businesses in the Core Area by removing some of the financial barriers small businesses can face.

3. Has there been any revision of this plan since COVID hit? (clarification was provided that "this plan" referred to the Core Area Action Plan)?

As we address each CAAP Action Item, staff are taking the current situation and context into account. We are adapting each individual initiative as we look at its implementation and are taking into account how COVID has affected things.

In terms of the implementation for the CAAP in general, there has been understandably some delays in the implementation of projects and programs due to COVID, especially related to activating the street with bistro tables etc. Some of those initiatives' budgets have been reduced because of those delays, but we are moving forward with all of the initiatives as that were approved with adjusted timelines.

4. You mentioned that one of the goals is developing more opportunities for arts and entertainment. Can you provide some examples that are planned or that the city would like to see?

Unrelated to the CIP, the City has adopted a Music, Entertainment & Culture District Strategy that better addresses increasing opportunities for arts and entertainment in the Core Area. Through that Strategy, we amended the Zoning By-law to allow for amplified music on outdoor patios. As it relates to this CIP specifically, there is now a charge associated with obtaining a Temporary Noise Permit to provide music on an outdoor patio; the grant proposed in this CIP would waive the fee associated with this permit in the Core Area.

There are also initiatives that received funding through the CAAP that relate to arts and entertainment. For example, "Invest in Dundas Place" addresses the programming and activation of Dundas Place and having partnerships through that. Several items also provide more activation in the Core Area in general – that might create opportunities to partner with other organizations or artists or musicians to provide entertainment.

5. I don't know if I missed this in the presentation. Is there a finite dollar amount budgeted for this CIP?

The budget that Council has approved for each program is:

- \$100,000 per year for 2021, 2022 and 2023 has been budgeted for the Safety Audit program for private property specifically.
- \$30,000 per year for 2020, 2021, 2022 and 2023 has been budgeted for the elimination of encroachment fees for patios, signage, and awnings.

6. Could you review some of the questions or themes from the morning session?

Please see Meeting 1 questions and answers.

7. So, for patio cafes do they have to pay fees and then get refunded back via the program?

We want to make it as streamlined and simple for the businesses as possible, so we are looking at an administrative transfer of funds. Meaning the fees would essentially be waived upfront, as opposed to having a grant after the fact. However, we are still working out the details of how the program would operate administratively.

8. In Victoria BC staff recommended restoring the regular parking fees as a way to spur turnover and ensure that people can find places to park in an increasingly busy downtown. Have we studied who is using the parking? In Victoria they found it was downtown employees and residents of downtown not net new people to the downtown which potentiality reduced availability of on street parking. Also availability could be more impactful than price. Is there a study that shows the benefits? What is the impact or increase in commerce we expect vs the revenues loss?

The City has in a couple instances studied downtown parking, and we have also received anecdotal commentary on who is using the parking. We do have a Downtown Parking Study that was done in 2017 that looked at all of the parking downtown and the levels of use in different areas, which is meant to inform future strategies in the downtown related to parking.

In the CAAP, there is an item that is funded for "experimenting with free parking" in the Core Area. The Back to Business 20 or the B2B20 promo code is part of this -- you can use the code through the Honk App to receive free parking. Staff will look at the data received through this initiative. There is ongoing study and analysis that we needs to be done, especially as things are changing with the downtown particularly due to COVID recently, to better understand parking needs.

9. Is it possible to have the province partner with the city to relocate the LCBO to the Rexall building on Richmond and Dundas to help increase foot traffic in the downtown core? I feel that this would fill a large void in the downtown core.

It probably gets very complex with different landlords and different provincial entities with locating LCBOs. There is likely a number of market analyses that go into those decisions as well. We have not had any of those conversations at this point, but I do agree that there are some key locations in the downtown that could use some more traffic-generating uses.

10. The city's continued sprawl in all directions seems to work against the push to revitalize downtown. Do you see this or any other current trends as risks to the success of the CAAP or CIP?

The Core Area Action Plan, as well as a number of CIPs already established in our core area, is in part to try and counterbalance that push towards sprawl and ensure that our downtown is a viable neighbourhood where people want to live and work. The CIP and the CAAP and various initiatives are tools to try and help encourage that shift towards more urban intensification and more people living and shopping in the core area.

11. Have business owners been notified of the program and grants (in the area of the CIP)?

It is sometimes hard to reach out directly to businesses as they are often tenants of buildings. Property owners within this boundary of the CIP, as well as those within 120 meters of the boundary, were notified as part of the statutory requirements of the Planning Act. Once the programs and grants are in place, we do have different ways of notifying those business owners, particularly through the BIAs. We also have a postcard program that we have been using in other areas to promote the existing CIP programs. We will work to get the message out that this funding is available for businesses once the programs are in place.

12. After two years of Dundas construction, a year of Richmond construction, combined with COVID, have downtown businesses asked that the BRT construction be pushed back, and has that been considered?

City Planning is not the lead on the Bus Rapid Transit Project, so feedback such as this would not be directed to our office. However, I'm sure that there is some concern and frustration with construction among some business owners. It is important to note that much of the construction includes underground infrastructure upgrades that are necessary, as well as some surface treatment improvements.

In general, we are working to help mitigate as many of the challenges that business in the Core Area are dealing with, especially with COVID. The two grants programs will help reduce financial barriers for small businesses. We also have the Construction Dollar Program, which has been put in place in area that are undergoing construction. It allocates essentially gift certificates that are for the public to use at businesses in the areas under construction. That program is City-funded and is administered in partnership with the BIAs.

Public Comments Received

From: Heather Chapman
Sent: Monday, November 30, 2020 4:04 PM
To: Killen, Kerri <kkillen@london.ca>
Cc: Kayabaga, Arielle <akayabaga@london.ca>
Subject: [EXTERNAL] Re: Core Area Community Improvement Plan File O-9257
Sharing Questions and Concerns
Importance: High

Hello Ms. Kerri Killen,

I am a permanent owner and resident of the core and I have the following questions and comments:

Questions:

1) The Boundary Map for the Notice of Planning Application File O- 9257 Core Area Community Improvement Plan does not include the all the neighbourhoods west of Richmond Rowe to the Thames River. However the whole of these neighbourhoods all the way west to the Thames including Ridout Street is included in the map shown on Page 3 of the Draft Core Area Action Plan Oct 28, 2020 document. So my question is: Has the boundary of File O-9257 been extended to include the area of city streets West of Richmond Street all the way to the Thames River including Ridout St.?

2) Action # 32 Action Medium Term: Undertake Safety Blitz for Aggressive Driving in the Core. This does not mention or address the most predominant offenders who are Motorcyclists. Why are these type of motorists not mentioned? These individuals are street racing, extremely revving up engines for several minutes at a time, doing brake stands and stunts in parking lots. Most frightening to visitors is their accelerating to high unnecessary speed on Richmond Street and most dangerously on short one block side streets endangering residents with mobility and cognitive impairments. Large crowds of these motorcyclists are congregating on and using the Baptist Church Parking Lot on Angel Street as a base. Participants are not social distancing or masking. I have spoken to the Church Administration who cannot control them and many downtowners have reported them to By-Law Enforcement. But they persist, annoying business customers and residents and they are strongly perceived as not buying much of the goods and services while visiting in the downtown.

Comments:

1) Table 1: Core Area Fees. I am opposed to waiving the administration and application fees for a Temporary Sound Permits. Without this, anyone will think it is okay to have these events pop up without notice or consideration to the people who live here and are trying to enjoy their homes and sleep. These permit related events always result in the sound being too loud and not controlled by either the vendor or performer. And so the result is the City of London has to use tax payer dollars for London Police Services Officers and City By-Law Enforcement Officers to visit the offending business in answer to call complaints. As a tax payer and home owner I want these costs covered by the businesses and their contractors who create the complaint. It therefore is unreasonable to waive the fees for these events. The tax payer should not be the victim of the disturbance and the only payer.

2) Rejuvenating Social Housing Apartment Stocks. I applaud this. However, these units should go to the most deserving of the most in need. There should be more on site management of these city owned buildings. It is generally observed and acknowledged in the core community that these buildings and properties are very likely used by drug traffickers and that also some building residents are receptive to these parties with some facilitating access. Other building residents are afraid to report these activities for fear of retribution. So an on-site advocate needs to be added to live in staff. Also the surrounding community needs access to a LMHA contact number to report and help resolve disturbance issues and law violations by outside parties.

3) Core Profile Population by Age Percentage Chart: Existing residents are more realistically represented by a higher percentage of 30 something, middle aged and seniors who are accomplished working or retired professionals than you are reporting in your study/interview of 75 participants. We are not so age by number young. We have money to spend in nearby businesses and services. We volunteer, play sports, go to events, sponsor events and support charities. We own or rent property. Many of us are entrepreneurs. And we are looking to be part of a vital, safe, well serviced by diverse amenities, with protected green spaces city core that recognizes our contributions and includes us in their planning. In short, we want to be treated by the City Planning, Zoning and By-law Departments and Committees like we matter as much as younger core residents.

4) I welcome almost all of the Core Area Plan Actions. More police patrols, satellite stations for Police supervisors, more store fronts to facilitate Actions, more washrooms, more street maintenance, breakfast programs, more widespread support programs/facilities for disadvantaged persons to alleviate the dependence on the core area. We need more garbage bin receptacles and pick ups. Most are really good, well thought out Actions.

5) Go slow on high-rises. We need to have the infrastructure in the core before adding more living units. We will not help the core if we have too many cars and traffic gridlocking small downtown streets, low water pressure and power outages. We will be way behind what other cities are now doing in the way we plan on revitalizing the core if we go too fast. Let's learn what they learned from their mistakes. For example: It is being proposed through application that existing affordable units in older houses and historical buildings be demolished to make way for high rises for wealthy temporary tenants. Does that make sense for us? Who do you think works in the core service industry? These service industry workers, 17%, (Core Profile) can't work and live here for minimum wage if the affordable apartments are torn down and taken away. And, they can't get here from farther away from the core if they have to move without a long public transit even if public goes where they then could afford rent. A shortage of affordable apartments creates higher unmanageable city rent rates. You create more homelessness in the short term when we are already struggling with it.

Thank you for the opportunity to provide input.

Heather D Chapman
3-152 Albert St. London

Kerri Killen
Planning Department City of London
300 Dufferin Ave
London ON, N6B 1Z2

January 8, 2021

LIBRO SUPPORTS THE EFFORTS OF THE CITY OF LONDON TO IMPLEMENT THE LONDON CORE AREA IMPROVEMENT PLAN AND OFFERS CONSIDERATIONS FOR PLANNING TEAM.

Attention: London Planning Team,

Libro Credit Union (Libro) wishes to thank you and the city for engaging the public and core area around the London Core Area Community Improvement Plan (CIP). The following letter outlines our support, feedback and questions surrounding the CIP and its ability to be an effective tool to strengthen London's downtown core. Libro believes that a progressive and vibrant core will ensure that the area is able to grow, support business and residents and offer a place for all Londoners and tourists alike to enjoy for years to come. We are by no means planning experts however, we have a vested interest in seeing the core area thrive, as a local business that supports the prosperity of our Owners and communities. The work that you and your colleagues will undertake in the coming years will be critical to ensuring the success of the plan and its targets. We offer constructive feedback and questions for you and your team to consider. If Libro can assist in anyway to support the plan or its principles, please do not hesitate to connect with us.

The plan does an excellent job in calling out the key considerations that need to be addressed in a simple and measured approach. We agree with the four main categories and would also suggest that your team continue to consider additional root issues beyond the four identified (homelessness and health, safety and security, supports for business and attracting more people). Additional root issues include:

- Affordable Housing and Rentals
- Cleanliness
- Employment
- Food Accessibility

Additionally, Libro was pleased to see simple and effective targets in place. This will help determine the ongoing success of the CIP. We ask if the city has considered whether the targets remain obtainable given the current pandemic environment? We feel this is an important conversation that should be had with stakeholder groups.

Possible questions to consider include:

- Are targets still relevant and achievable?
- Do we need to add new targets due to COVID?
- Should targets be adjusted?

There are numerous intersections between the feedback received, root issues and other underlying concerns related to the core that create significant challenges to solving each unique challenge. This will certainly not be an easy task for your team and the city to navigate. Coordination, communication and outcomes that touch upon all the main root issues will be critical to generating positive results. Sticking to the core challenges and ensuring each are addressed in every target and action will go a long way to ensuring success for the community.

We appreciated the CIP addressing the financial challenge and burdens faced by downtown businesses. Healthy businesses are crucial to the CIP being successful. Opportunity to start up, grow, expand and thrive must be prevalent in all actions or else we risk resistance and challenges to the plan. Without small business being involved and supported there will be no downtown core in the future for us to enjoy. We noted the incentives shared within the plan and are supportive of them. Any incentive-based

program must ensure all small business is included, be simple and effective in registering and ensure that funds or fee withdrawal occur on time and in an expedited manner where possible. COVID has presented more challenges to our small businesses within London than may have been first imagined with the CIP. The city should consider additional incentives and funds wherever possible to ensure that businesses can make it through this current pandemic, to rightfully enjoy the success that the CIP can bring. We would recommend continually connecting with core businesses to determine what their needs are from a financial standpoint and try to address them in a flexible manner.

In reviewing the listed action items, we have some suggestions to provide greater clarity and certainty for business and groups.

1. The current incentive for private safety audits does not commit guaranteed funds for businesses to take up the offer. Clarifying the funding agreement and grant with easy to understand eligibility criteria would be helpful. We hope that council will vote to make simple and effective eligibility requirements around this positive opportunity for core businesses.
2. As of now, implementing safety audit recommendations won't transpire until 2023. This feels too far out. Safety and security are a core area of improvement and would be a great first step towards revitalizing the core. We would suggest that if there is a way to move up implementation of the safety audit reviews that it should be acted upon in 2021 (if possible).
3. Item 1.7 "Explore opportunities for new public washrooms" feels like a basic need for groups including shoppers, businesses and the most vulnerable. COVID has created challenges around customers using private washrooms. If there is an opportunity to expedite clean, safe and secure public washroom facilities it would support both business owners and the general public.
4. Item 1.8 "Make available financial incentives..." is designated for 2023. If there is an opportunity to support businesses earlier than that it might be helpful again given our current COVID climate and environment. We are not sure if council has considered this within current budget year or not, but it would be something to try and jumpstart quicker.

We hope that this feedback finds you and your team well. The CIP is an important plan for the success of not just London's downtown core, but also London in general. Strong cores are essential to any successful world class city and Libro is supportive of the goals and vision of the CIP as it stands today. Libro will continue to support the core with events and sponsorships aimed at supporting business and the sustainability of the area, as well as working with the OEV and Downtown Business Improvement Associations. We offer our assistance if needed and wish your team success in its full launch and implementation.

Sincerely,
Shane Butcher
Regional Manager London – Elgin – Oxford

Appendix “H”

The London Plan

55_ Direction #1 Plan Strategically for a prosperous city:

3. Create a strong civic image by improving the downtown, creating and sustaining great neighbourhoods, and offering quality recreational opportunities.
4. Revitalize our urban neighbourhoods and business areas:

57_ Direction #3 Celebrate and support London as a culturally rich, creative, and diverse city:

9. Revitalize London’s downtown, urban main streets, and their surrounding urban neighbourhoods to serve as the hubs of London’s cultural community.

59_ Direction #5 Build a mixed-use compact city:

3. Sustain, enhance, and revitalize our downtown, main streets, and urban neighbourhoods.

1724_ In accordance with the provisions of the Planning Act, a by-law may be passed to identify areas designated for Community Improvement (a Community Improvement Project Area). These are shown on Map 8 - Community Improvement Project Areas. City Council may also adopt a community improvement plan for the area(s) designated for community improvement.

1725_ New community improvement project areas approved by City Council shall be added to Map 8 - Community Improvement Project Areas by an amendment to this Plan.

1726_ Community improvement plans are intended to provide City Council with the necessary tools to stimulate reinvestment and redevelopment, inspire appropriate infill and intensification, coordinate planning efforts, improve the physical infrastructure, support community economic development, preserve neighbourhood and cultural heritage value, and lead to the establishment of an improved neighbourhood. The tools to implement community improvement plans may include incentives and targeted private and/or public investment to achieve the vision, key directions and policies in The London Plan. Council may also acquire, clear and dispose of land to support community improvement and economic development, or use any other methods to support community improvement or environmental, social or community economic development that is permitted by the legislation.

1727_ Community improvement is intended to meet the following objectives: 1. Maintain and improve the public realm, including such things as streets, sidewalks, street lights, street trees, pathways, parks, open spaces, and public buildings. 2. Maintain and improve municipal services including such things as the water distribution system, the sanitary and storm sewer systems, mobility network, transit services, and neighbourhood services. 3. Encourage the coordination of municipal servicing expenditures with planning and development activity. 4. Stimulate private sector property maintenance, repair, rehabilitation, redevelopment and other forms of private sector investment and reinvestment activity. 5. Maintain and improve the physical and aesthetic amenities of streetscapes in both the public and private realms. 6. Encourage the conservation, restoration, adaptive re-use and improvement of cultural heritage resources. 7. Encourage the eventual elimination and/or relocation of incompatible and conflicting land uses and where this is not possible, encourage physical improvements to minimize the incompatibility/conflict. 8. Promote the improvement of energy efficiency standards for residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses. 9. Foster the revitalization and continued improvement of the Downtown and other existing commercial districts including but not limited to the Old East Village, the SoHo Area, and other established business districts. 10. Upgrade social and recreational facilities and support the creation of affordable housing. 11. Support the implementation of measures that will assist in achieving sustainable development and sustainable living. 12. Improve environmental and social conditions. 13. Promote cultural and tourism development. 14. Facilitate and promote

community economic development. 15. Promote and improve long-term community stability, safety and quality.

1728_ To identify an area for community improvement, City Council shall consider the following criteria: 1. Deficiencies in physical infrastructure including but not limited to the sanitary sewer system, storm sewer system, and/ or watermain system, streets, sidewalks, curbs, streetscapes and/or street lighting, and municipal parking facilities. 2. Deficiencies in recreational, social or community facilities including public open space, municipal parks, neighbourhood parks, indoor/outdoor recreational facilities, and public social facilities. 3. Commercial, residential, industrial and mixed-use areas with poor physical condition and/or poor visual quality of the built environment, including but not limited to building façades, building condition, streetscapes, public amenity areas and urban design. 4. Vacant lots and/or underutilized properties and buildings which have potential for infill, redevelopment, expansion or development to better utilize the land base. 5. Non-conforming, conflicting or incompatible land uses or activities that disrupt or threaten to disrupt the predominant land use, function and/or viability of an area. 6. A demonstrated interest in community improvement by the private firms within an area. 7. Presence of potential or recognised cultural heritage resources. 8. Known or suspected areas of environmental contamination. 9. Lack of or deficient affordable housing or mix of housing opportunities. 10. Improvement to energy efficiency and/ or renewable energy efficiency. 11. Traffic and/or parking problems or deficiencies. 12. Other significant barriers to the repair, rehabilitation, redevelopment or development of underutilized land and/ or buildings. 13. Other significant environmental, social or community economic development reasons for community improvement.

1728_ To identify an area for community improvement, City Council shall consider the following criteria: 1. Deficiencies in physical infrastructure including but not limited to the sanitary sewer system, storm sewer system, and/ or watermain system, streets, sidewalks, curbs, streetscapes and/or street lighting, and municipal parking facilities. 2. Deficiencies in recreational, social or community facilities including public open space, municipal parks, neighbourhood parks, indoor/outdoor recreational facilities, and public social facilities. 3. Commercial, residential, industrial and mixed-use areas with poor physical condition and/or poor visual quality of the built environment, including but not limited to building façades, building condition, streetscapes, public amenity areas and urban design. 4. Vacant lots and/or underutilized properties and buildings which have potential for infill, redevelopment, expansion or development to better utilize the land base. 5. Non-conforming, conflicting or incompatible land uses or activities that disrupt or threaten to disrupt the predominant land use, function and/or viability of an area. 6. A demonstrated interest in community improvement by the private firms within an area. 7. Presence of potential or recognised cultural heritage resources. 8. Known or suspected areas of environmental contamination. 9. Lack of or deficient affordable housing or mix of housing opportunities. 10. Improvement to energy efficiency and/ or renewable energy efficiency. 11. Traffic and/or parking problems or deficiencies. 12. Other significant barriers to the repair, rehabilitation, redevelopment or development of underutilized land and/ or buildings. 13. Other significant environmental, social or community economic development reasons for community improvement.

Provincial Policy Statement, 2020

1.1.1 Healthy, liveable and safe communities are sustained by:

- a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;

1.7.1 Long-term economic prosperity should be supported by:

- a) promoting opportunities for economic development and community investment-readiness;
- d) maintaining and, where possible, enhancing the vitality and viability of downtowns and mainstreets;

March 2020



City of London

Core Area Community Improvement Plan





Acknowledgments

This Community Improvement Plan was prepared by the City of London City Planning Division with assistance from numerous other City Divisions and community partners as well as all those who participated in the process and contributed throughout the preparation of this Plan.

Core Area Community Improvement Plan

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Community Improvement Plan Overview

What is a Community Improvement Plan?

A Community Improvement Plan (CIP) is a strategy that guides redevelopment and improvements within a defined area of need. To achieve the strategy, CIPs allow a municipality to take actions such as:

- Identify changes needed to land use planning policy, zoning, other by-laws and practices;
- Acquire, rehabilitate, and dispose of land;
- Provide grants and loans to property owners that would otherwise be unavailable; and,
- Direct investments made to infrastructure and public space.

Purpose of this Community Improvement Plan

In response to increasing concerns received regarding the state of the core area, and acknowledging that there has previously been extensive public and private investment in the Downtown and surrounding areas, the City of London initiated a study to identify the gaps that were potentially hindering the success of the core area. The *Core Area Action Plan* was the result of this study, which identified a number of initiatives that were intended to fill in these gaps. In November 2019, Municipal Council received this plan and directed its implementation.

While there are existing Community Improvement Plans for both the Downtown and Old East Village, the *Core Area Action Plan* identified the need for a specialized Community Improvement Plan that addressed parts of the Downtown and Old East Village, but also bridged the gap between these two areas of the city. The City of London has prepared this community improvement plan for the Core Area, which is intended to result in its revitalization by:

- Establishing a vision and goals for the Core Area;
- Recording and prioritizing actions for how the Core Area will be improved; and,
- Proposing incentive programs that can be offered to stimulate private sector investment.





How This Plan Was Prepared

The Core Area Action Plan laid the groundwork for this Community Improvement Plan.

These main tasks were completed to provide a comprehensive foundation for the preparation of this CIP:

- Review of relevant Provincial and City policy documents;
- Review of existing City of London Community Improvement Plans and incentive programs;
- Analysis of the Core Area based on:
 - Secondary information (such as Statistics Canada data);
 - Visual audit and first-hand data collection;
 - Input received from City staff; and,
 - Information collected through individual interviews of those living, working, and doing business in the Core Area.

The Study Area

When a Community Improvement Plan (CIP) is being prepared, a Study Area is established to focus the project scope and establish the community which is being considered for potential "improvement" through various means identified under Section 28 of the *Planning Act*.

For this CIP, the study area is identified below in Figure 1, and can generally be defined by the Thames River to the west, properties fronting Queens Avenue to the north, Woodman Avenue to the east, and properties fronting King Street to the south; it also includes all properties fronting Richmond Street from Fullarton Street to Oxford Street East and properties fronting York Street from the Thames River to Waterloo Street.



Figure 1: Study Area

From the Study Area, a Community Improvement Project Area is then identified as the specific area requiring improvement. The Core Area Community Improvement Project Area is shown in Section 2 of this plan.



Core Area Profile

Purpose

The profile for the Core Area establishes baseline conditions and identifies characteristics which make this area of the city distinct within London. This comparison can provide insight into opportunities and challenges within the Core Area Community Improvement Project Area. Unless otherwise stated, the data presented was obtained by Environics Analytics and collected in 2020.

Population

The total household population of the Core Area is 8,446, which represents two percent of the total population of London. The daytime population of the Core Area, which accounts for those at home and at work, is 40,191. This represents approximately 10 percent of the total population of London.

The Core Area has a relatively young population, with 50 percent of the population 34 years of age and younger and a median age of 37. Of this population, 34 percent of residents are married or in a common-law relationship, which is significantly lower than that city-wide at 53 percent.

The Core Area population is 23 percent visible minorities, which is consistent with the visible minority representation city-wide. Approximately 17 percent of the Core Area population is composed of immigrants, while immigrants represent 23 percent city-wide.

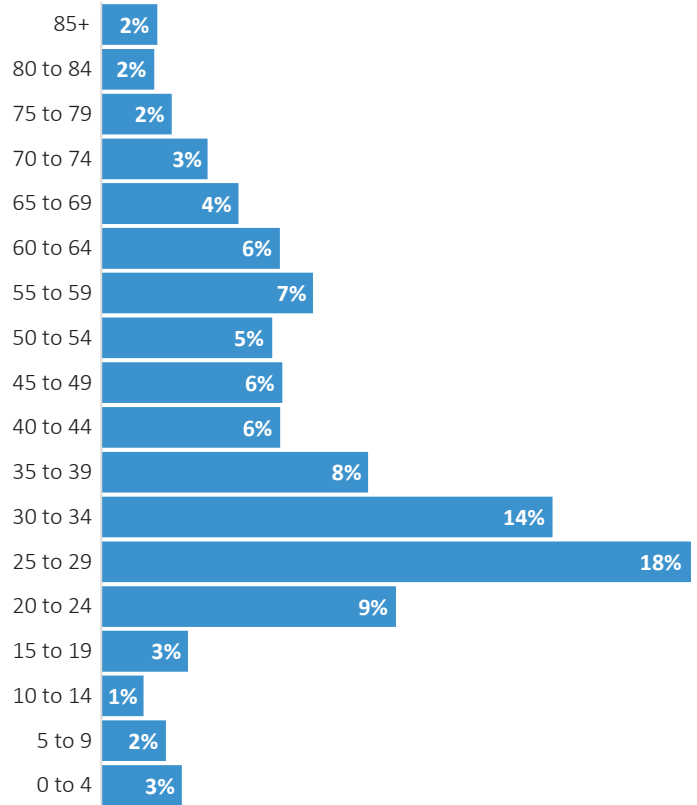
Household Income

The average annual household income in the Core Area is approximately \$67,323, which is significantly lower than the city-wide annual household income of \$90,741. Approximately 41 percent of the households in the Core Area have an annual income of under \$40,000. In comparison, only 28 percent of households city-wide have an annual household income of less than \$40,000.

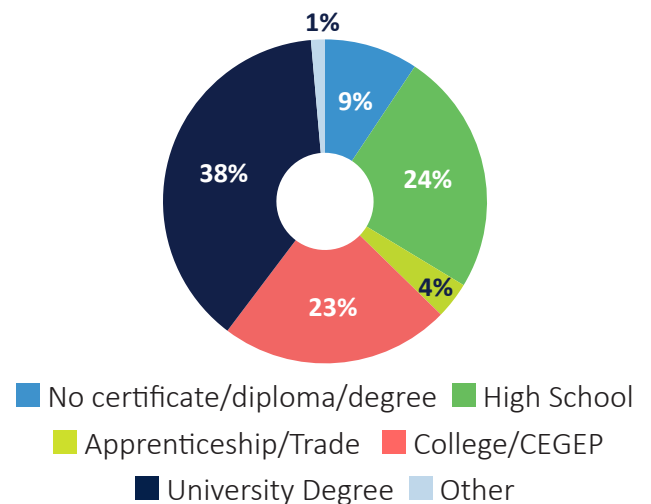
Education

A higher proportion of Core Area residents have a university degree than that of residents city-wide, at 38 percent and 28 percent, respectively.

Age Structure



Education

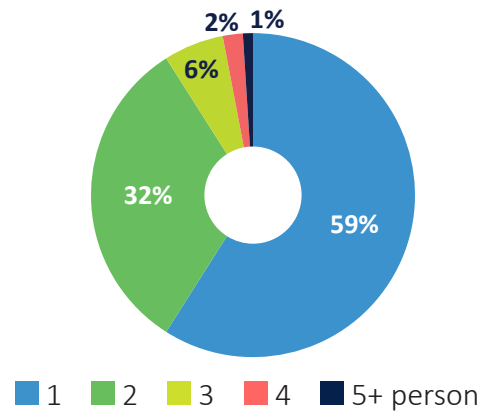


Household Structure

There are 5,311 households in the Core Area, the majority of which are one-person households. While only 32 percent of households city-wide are one-person households, within the Core Area 59 percent of households are comprised of one person.

Within the Core Area, approximately 12 percent of households have children, whereas 38 percent of households city-wide are households with children at home.

Household Structure

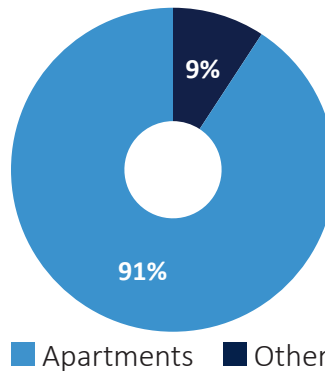


Housing

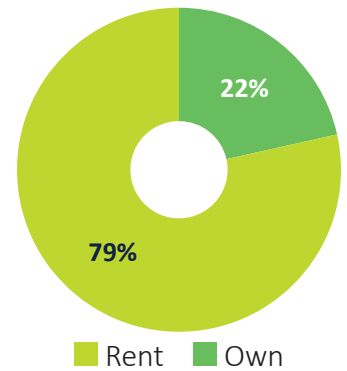
There are 5,311 households in the Core Area, 91 percent of which reside in apartment-style buildings, including high-rise apartments, low-rise apartments and duplex dwellings. The remaining nine percent of households live in single-detached, semi-detached, and row houses.

Within the Core Area, 79 percent of households rent, while 22 percent own. In comparison, 40 percent of households rent and 60 percent own city-wide.

Housing Type



Tenure



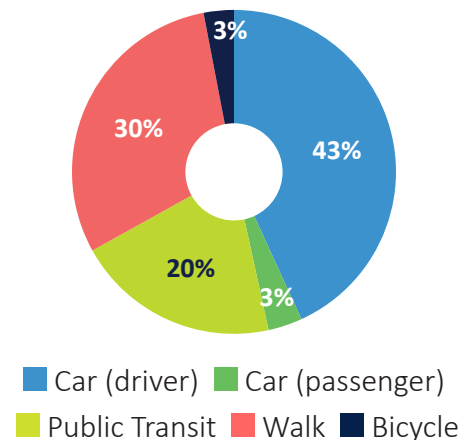
Employment

The Core Area has a 70 percent labour force participation rate, which is higher than the city-wide labour force participation rate of approximately 60 percent.

The top three employment sectors for Core Area residents include sales and service (17 percent), business finance administration (10 percent) and education/government/religion/social (nine percent).

Core Area residents are considerably less car dependent, with only 46 percent commuting by car (as a passenger or driver) in comparison to 81 percent city-wide.

Commuting Mode



Section 2

Community Improvement Project Area



The Community Improvement Project Area

Section 28 of the *Planning Act* defines a community improvement project area 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.”

The Core Area Community Improvement Project Area is illustrated in Figure 2. All community improvement activities described in this plan, including financial incentive programs, will only be undertaken within the area designated as the Core Area Community Improvement Project Area. The community improvement project area is designated by a by-law passed by Municipal Council, in accordance with Section 28 of the *Planning Act*.

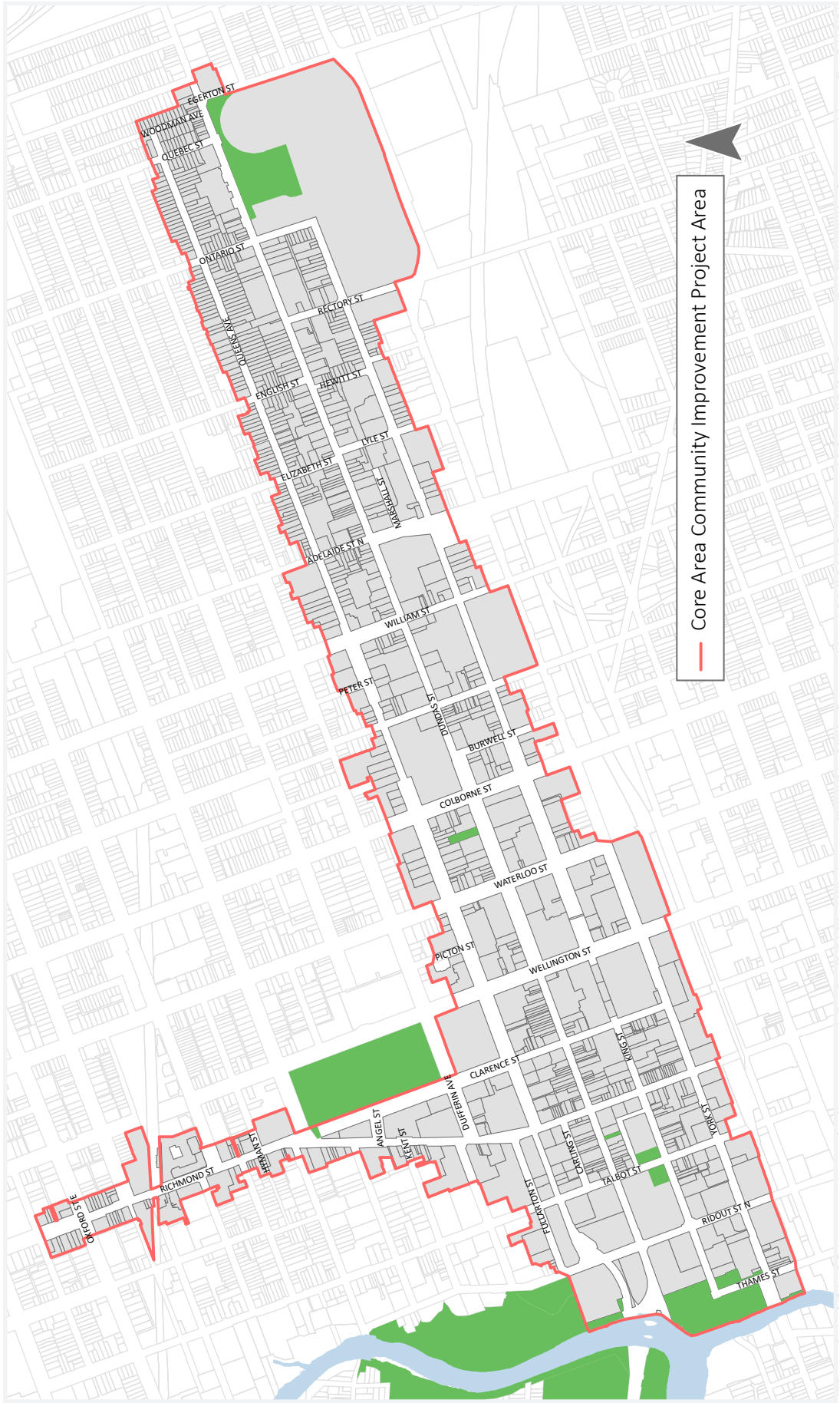


Figure 2: Core Area Community Improvement Project Area



Section 3

Vision & Goals



Consultation

To gain an understanding of key issues and to identify the gaps that should be addressed by this Community Improvement Plan (CIP), community improvement needs in the Core Area Community Improvement Project Area have been determined using the following methods:

- First-hand observations made during site visits of the area;
- Research and analysis of legislation, policies, regulations and other sources of existing information applicable to the area;
- Consultation with the local community members and organizations; and,
- Consultation with staff in various City of London service areas.

Community Feedback

The feedback received through the consultation process identified four needs or gaps that require community improvement to facilitate the revitalization of the Core Area. These needs or gaps, consistent with the *Core Area Action Plan*, include:



Help those struggling with homelessness and health issues.



Create a safe and secure environment.



Support businesses.



Attract more people.

This feedback received during consultation with the community was used to form the vision and goals of this community improvement plan.



Vision

A vision for a community improvement plan (CIP) is a long-term strategic statement that identifies how the community wants to look, feel, and function. The establishment of a vision is a critical component of the CIP process because it provides the overarching long-term foundation for the improvements and incentive programs cited in the CIP. The following vision was created for the Core Area:

By 2030, the Core Area will solidify itself as the primary destination in the city for arts, culture, and entertainment, and be a welcoming urban neighbourhood that establishes a positive image of London.

Goals

A goal is a long-term and broad aim aligned to achieve a defined vision. Clearly defined goals allow people to see how actions relate to the community vision. The following goals have been established for the Core Area:

Create a positive image that is representative of the city as a whole.

Create a welcoming environment that is safe and secure for everyone.

Offer compassionate care for those who need it.

Improve accessibility by active and public transportation modes.

Serve as a destination for locals and tourists.

Expand opportunities for culture, arts, music and entertainment.

Increase activity outside of office business hours.

Remove barriers for small and local businesses.

Attract and retain businesses, talent and investment.

Create great streetscapes that are visually interesting, accessible and clean.

Increase the residential population.

Support local residents and build a sense of community.





Section 4

Incentive Programs



Purpose of Financial Incentives

Coupled with proposed action items identified in the *Core Area Action Plan* that can be undertaken by the public sector, the private sector needs to be engaged in community improvement to achieve this plan's goals. Financial incentives are established to help stimulate private investment in buildings and properties. In accordance with the *Planning Act* and the City's Official Plan, the City may offer grants or loans to property owners to help cover eligible costs and further community improvement goals.

Core Area Financial Incentive Programs

Background

The Core Area CIP financial incentive programs represent a comprehensive 'toolkit' of programs designed to help address a number of the key gaps identified during the analysis and achieve the vision and goals of the CIP. The financial incentive programs are designed to encourage private sector investment within the Core Area Community Improvement Project Area.

The incentive programs contained in the CIP are referred to as a 'toolkit' because once the CIP is adopted and approved, Municipal Council is able to fund, activate, and implement the incentive programs. The programs are, however, subject to the availability of funding, and Municipal Council may choose to implement, suspend, or discontinue one or more programs at any time. It is important to note that the Core Area CIP is an enabling document which means Municipal Council is under no obligation to activate and implement any of the incentive programs.

The programs are also referred to as a 'toolkit' because once activated, these programs can be used individually or together by an applicant. In addition to the incentive programs contained in this CIP, the City of London also provides city-wide incentive programs in the Brownfield, Heritage, and Affordable Housing Community Improvement Plans, which may be applicable to property owners within the Core Area Community Improvement Project Area. It should also be noted that the Downtown and Old East Village Community Improvement Project Areas, as identified in their corresponding CIPs, partially overlap with the Core Area Community Improvement Project Area. As such, financial incentive programs in the Downtown CIP and Old East Village CIP may also be applicable to property owners.

Among the various CIPs, there may be similar and overlapping incentives a property owner might choose to apply for related to a specific property. Each CIP provides specific program requirements for each financial incentive program.



Summary of Financial Incentive Programs

Table 1 summarizes basic program details for each of the incentive programs. The maximum grant/loan available for each program will be determined by City Council when it implements an incentive program and will be based on budget considerations at that time.

Eligibility criteria is available in the detailed program requirements in the Core Area CIP financial incentive implementation information package. An amendment to this plan is required to add a financial incentive program or alter its description. Changes to detailed program requirements may occur by Municipal Council resolution without an amendment to this plan.

Table 1: Summary of Core Area CIP Financial Incentive Programs

Program	Description	Program Duration
<p>Core Area Safety Audit Grant Program</p>	<p>A program designed to assist property owners in implementing the Core Area Safety Audit recommendations that identify property modifications necessary to improve safety within the Core Area. The Core Area Safety Audit will be conducted to identify areas of concern and to recommend safety improvements to public and private space. The program will specify what type of improvements would qualify for assistance; however, only improvements that result in physical changes to a building or property may qualify.</p> <p>The City may provide grants of up to 50 percent of the total cost of the property modifications undertaken to implement the safety improvements, up to a maximum of \$10,000 per property.</p>	<p>As directed by Municipal Council</p>
<p>Core Area Boulevard Café Grant Program</p>	<p>A program designed to offset administrative and licence fees related to the operation of a boulevard café, including fees associated with the temporary use of the City sidewalk and/or on-street parking space related to a boulevard café.</p> <p>The City may provide grants equal to the administrative and licence fees.</p>	<p>As directed by Municipal Council</p>
<p>Core Area Sign Grant Program</p>	<p>A program designed to offset administrative and licence fees related to sign permits, including the encroachment of signs on a City street or road allowance.</p> <p>The City may provide grants equal to the administrative and licence fees.</p>	<p>As directed by Municipal Council</p>

ICE CREAM

OPEN
STORE HOURS
MON-SUN 2-11 PM
WEDNESDAY CLOSED

Fresh Hand Rolled Ice Cream.
rolie polie
Fresh Scooped Ice Cream.

COFFEE
WAYS
FOOD
IDEA

THE CHURCH KEY
RESTAURANT

Section 5

Implementation



Actions Items

Purpose

The intent of an action item is to identify a discrete implementable item that helps in achieving the vision and goals of this plan. Each action item has a corresponding lead, a target date for implementation, and funding information. This creates accountability and establishes expectations with respect to the implementation of the action items. However, the target dates identified are based on the current circumstances and may be subject to change due to unforeseen circumstances or direction provided by Municipal Council.

The ability to complete the actions listed in Table 3 is contingent on available resources and other projects and priorities that are underway or introduced by Municipal Council in the future.

Scope

Action items identified in a community improvement plan must be consistent with the definition of "community improvement" found in Section 28 of the *Planning Act*. The *Core Area Action Plan* contains approximately 70 action items; a number of these action items explicitly require a community improvement plan to facilitate their implementation. Therefore, action items identified in the *Core Area Action Plan* and consistent with this definition have been identified in this plan.

While common feedback from stakeholder engagement included the need to help those experiencing homelessness and health issues, initiatives related to addressing this are largely not within the purview of a community improvement plan and are not reflected in the Action Items Table. However, the *Core Area Action Plan* addresses this gap and provides sufficient direction to undertake initiatives related to helping those experiencing homelessness and health issues.

Action Items Table

Table 3: Action Items provides a description of the action item, the lead City department responsible for implementation, the target date for implementation and how funding has been allocated to support the implementation of the action item. The funding identified in Table 3 represents the initial funding source identified at the time this plan was prepared, and may change at the direction of Municipal Council at any time.

Table 3: Action Items

	Action Item	Lead	Target Date	Funding
1	Undertake a safety audit of the Core Area to identify physical improvements that can be undertaken on both public and private space to improve safety and security.	Corporate Security & Emergency Management	2021	Funded by 2020-2023 Multi-Year Budget
2	Implement safety audit recommendations on publicly-owned property.	Environmental & Engineering Services; Parks & Recreation	2023	Funded by 2020-2023 Multi-Year Budget
3	Make available financial incentives to implement safety audit recommendations on privately-owned property.	City Planning	2021	Funded by 2020-2023 Multi-Year Budget

	Action Item	Lead	Target Date	Funding
4	Secure a storefront to establish a multi-functional space to house relevant City staff, Foot Patrol Officers, and public restrooms as well as provide convenient storage for moveable furniture and equipment.	Parks & Recreation	2021	Funded by 2020-2023 Multi-Year Budget
5	Create an infrastructure art and beautification program to identify opportunities for necessary infrastructure to be visually enhanced through the application of artwork.	City Planning	2021	Within existing budgets
6	Rehabilitate London and Middlesex Community Housing (LMCH) housing stock.	Housing; LMCH	Ongoing	Within existing budgets and funded by 2020-2023 Multi-Year Budget
7	Explore opportunities for new public washrooms.	Parks & Recreation	2023	Within existing budgets
8	Make available financial incentives to offset administrative and licence fees related to the operation of a boulevard café.	City Planning	2021	Funded by 2020-2023 Multi-Year Budget
9	Make available financial incentives to offset administrative and licence fees related to sign permits and associated encroachment fees.	City Planning	2021	Within existing budgets
10	Discourage the perpetual extension of temporary surface parking lots.	Development Services	Ongoing	Within existing budgets

Section 6

Monitoring & Evaluation



Monitoring

Purpose

The monitoring program has several purposes:

- To identify how the vision and goals of the Core Area CIP have been achieved;
- To assess which actions and programs of the Core Area CIP have been completed and/or can be suspended or discontinued;
- To determine whether any amendments to the Core Area CIP are warranted;
- To identify funds dispersed through the financial incentive programs to determine which financial incentive programs are being most utilized and use this information to adjust the financial incentive programs, as required;
- To gather feedback from applicants of the financial incentive programs so that adjustments can be made to the financial incentive programs, as required; and,
- Identify the community and economic impact associated with projects taking advantage of the financial incentives programs.

Measures of Success

Community Improvement Plans are created to provide the opportunity to re-plan, redesign, redevelop, and rehabilitate areas of the city. The success of the Core Area Community Improvement Plan is based on the identified improvements being undertaken that can help address a recognized need or gap and can be measured based on the four-year summary report as described further below. The following table provides target success measures for this CIP.

Table 4: Success Measures

Indicator of Success	Target
1 Residential growth is strong for a protracted period	Number of residential units constructed within a consecutive four-year period exceeds the previous four-year period
2 Commercial vacancies are low and storefronts are well occupied	Maximum five percent vacancy rate on ground-level commercial spaces
3 Pedestrian activity is present throughout the day and on weekends	Minimum hourly pedestrian counts on commercial corridors
4 Safety and security is actively being improved	A minimum number of the recommendations of the Safety Audit are implemented on both public and private property
5 Public infrastructure is visually enhanced	Number of art installations and beautification projects within a consecutive four-year period exceeds the previous four-year period
6 Surface parking lots are being redeveloped	The surface area occupied by surface parking lots within a consecutive four-year period is less than the previous four-year period
7 Sidewalk is active with seasonal boulevard cafés	Number of boulevard café permits within a consecutive four-year period exceeds the previous four-year period



Baseline Conditions

For the indicators identified above, baseline conditions have been identified at the outset of the CIP implementation, so that variables may be compared from year-to-year, beginning with implementation of the CIP. The following provides a list of the baseline conditions for the Core Area Community Improvement Project Area that were established during the preparation of this CIP and from which future information can be compared.

In 2020, the total number of residential units was 5,311.

In the second quarter of 2020, the office vacancy rate was 18.6 percent.

In 2020, the Core Area Safety Audit had not yet been undertaken.

In 2020, the total area of land covered by surface parking lots was 40.3 hectares.

In 2020, the total number of approved boulevard café permits was 36.

Financial Incentive Monitoring Database and Program

This section provides a list of variables that should be monitored on individual projects which avail of the incentive programs contained within this plan. Further to these quantitative, economic- based measures, the monitoring should include qualitative measures that characterize social and community benefits. This could include the impact of public realm improvement projects on existing businesses and community pride.

Regular qualitative observations should be undertaken and documented by City Staff of the individual and cumulative impact of both public and private CIP projects on the Community Improvement Project Area. This could include collaboration with and/or comments received from business owners, property owners, and residents. These qualitative measures should be regularly monitored and reported to Municipal Council along with the quantitative measures below.

As part of the Monitoring Program, City staff has developed a database upon which to monitor the number, types, and return on investment of financial incentive programs. Information obtained through the Monitoring Database can be used to allow for periodic adjustments to the financial incentive programs to make them more relevant and to provide regular reports to Municipal Council on the amount of private sector investment being leveraged by the municipal financial incentive programs and the economic benefits associated with these private sector projects.

As financial incentive applications are received and processed, City staff will enter information from applications into the Monitoring Database. For the financial incentive programs available in the Core Area Community Improvement Project Area, the following information will be collected.

Core Area Safety Audit Grant Program

- Number of Applications (approved and denied);
- Approved value of the grant;
- Total value of project;
- Type of improvement (i.e. lighting, improved sight lines); and,
- Total grant amount.

Core Area Boulevard Café Grant Program

- Number of Applications (approved and denied);
- Type of fee(s) approved for grant (administrative and licence fees);
- Approved value of the grant; and,
- Total grant amount.

Core Area Sign Grant Program

- Number of Applications (approved and denied);
- Type of fee(s) approved for grant (administrative and licence fees);
- Approved value of the grant; and,
- Total grant amount.



Evaluation

Four-Year CIP Evaluation

Based on the information obtained by City staff, a summary report will be prepared to evaluate the Core Area Community Improvement Plan and its individual programs, based on the changes to the baseline conditions established previously, and based generally on the uptake of the programs and any new challenges that have emerged. The report will cover a four-year period. Based on experience administering other CIPs in London, this time span is long enough to:

- Accumulate sufficient information on the uptake and monitoring of CIP financial incentive programs;
- Start, execute, and assess impacts of most individual capital projects and community actions;
- Incorporate into staff work programs; and
- Complement the four-year municipal budget cycle.

The report will recommend any amendments that might be needed to the CIP, and adjustments to financial incentive programs and/or eligibility criteria. It will

also provide recommendations about the budget of the financial incentive programs based on their performance.

At least three types of outcomes can be expected based on the four-year summary report, including amendments to the plan, adjustments to the financial incentive programs, and/or adjustments to funding.

Amendments to the Plan

Changes to any content of this plan, including the vision and goals, boundaries of the Community Improvement Project Area, additions, deletions, or clarifications to the Actions Items or to the financial incentive programs will require an amendment to this plan; amendments must follow the process described in the *Planning Act*. Consequential amendments may also be required to the City's Official Plan and/or Zoning By-law.

Adjustments to the Financial Incentive Programs

Changes to the terms, conditions and processes described in the financial incentive programs may be done without amending this plan and will be subject to approval by Municipal Council.

Adjustments to Funding

Municipal Council has the authority to approve funding for financial incentive programs specified in London's CIPs, and may approve budgets necessary to carry out other CIP actions. Budgets supporting the implementation of the Core Area CIP will be based on a comprehensive review undertaken by City staff with the assistance of the Financial Incentive Monitoring Database and Program described in this section. Funding will be timed to occur as part of multi-year budget requests, or any requested amendments made in consultation with the City Treasurer to approved four-year budgets.



Schedule 1

Core Area Community Improvement Plan – Core Area Safety Audit Grant Program Guidelines

Effective April 12, 2021

This program guideline package provides details on the Core Area Safety Audit Grant Program provided by the City of London (“City”) through the Core Area Community Improvement Plan (CIP).

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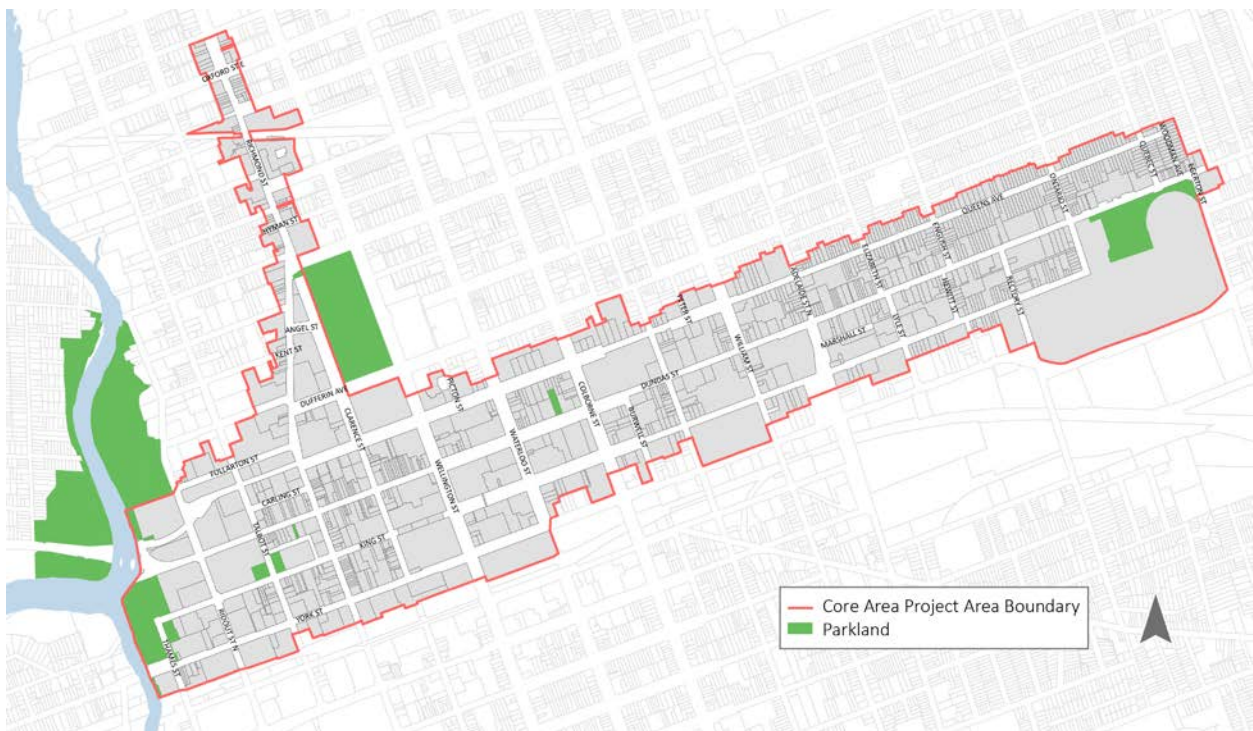
1. How to Read this Document

This document identifies the responsibility of each stakeholder in the Core Area Safety Audit Grant Program.

The initials **PO** indicate the property owner, tenant, or business owner (or agent acting on behalf of the property owner, tenant, or business owner) is responsible for completing that task or action. **CL** indicates that a City of London staff member is responsible for that task.

PO – The Core Area Safety Audit Grant Program is available to property owners, tenants, and business owners (or agent acting on behalf of the property owner, tenant, or business owner) who are eligible to make the property modifications to improve safety as identified by the Core Area Safety Audit in the Core Area Community Improvement Project Area (Map 1).

2. Map 1 – Core Area Community Improvement Project Area



3. Definitions

Applicant – The person who applies for the Core Area Safety Audit Grant Program.

CL – City of London member of staff.

Complete Application – Includes a completed application form for the Core Area Safety Audit Grant Program, and includes the following information:

- Name and address of the property owner, tenant, business owner (or agent acting on behalf of the property owner, tenant, or business owner);
- Confirmation that the address is within the Core Area Community Improvement Project Area;
- Complete drawings indicating the property modifications to be undertaken;
- Itemized list of specific property modifications;
- Two (2) comparable quotations by qualified contractors showing cost estimates for the proposed works which are required to be included in the incentive application. In general, the lower of the two estimates will be taken as the cost of the eligible works. Cost estimates should be consistent with the estimate noted on the accompanying Building Permit (if required);
- A cover letter that summarizes the property modifications to be completed and summarizes the provided quotations;
- A signed copy of the Addendum including the Hold Harmless Agreement, General Liability Insurance, and Contractor qualifications;
- A letter from the property owner authorizing that the Applicant is permitted to make modifications to the building (if required);
- A copy of the Building Permit (if required);
- A copy of the Heritage Alteration Permit (if required);
- Any other information that may be deemed necessary by the City Planner or City Treasurer (or designates).

PO – The property owner, tenant, business owner (or agent acting on behalf of the property owner, tenant, or business owner).

4. Purpose

In support of the *Core Area Action Plan*, the Core Area Safety Audit Program is intended to reduce the financial burden on business owners who want to make modifications to private property that improve safety as identified by the Core Area Safety Audit. This program grants up to 50 percent of the total cost of the property modifications that improve safety, up to a maximum of \$10,000 per property.

Safety improvements can make for a more welcoming space and create a more vibrant urban environment.

5. Funding

- Funding for this program is subject to annual budget approval by the City of London.
- Should there not be adequate funding to meet demand for the grant program, the program funding may be topped up through another source of financing as determined by the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer (or designates) and subject to the availability of alternative funding sources. If these additional sources of funding do not meet the demand

of the grant program, grants will only be issued while funding is available in the order that they are received.

6. Eligible Works

Eligible works that will be granted through the Core Area Safety Audit Grant Program include costs associated with the modification or installation of the following safety improvements, where identified by the Core Area Safety Audit:

- Exterior lighting;
- Storefront gates;
- Landscaping;
- Exterior security cameras;
- Other physical property improvements as identified by the Safety Audit at the discretion of the City Planner (or designates).

If the property is located within a Heritage Conservation District and the work to implement the safety improvement requires a Heritage Alteration Permit, eligible fees will only be granted through the Core Area Safety Audit Program if a Heritage Alteration Permit is granted. The following fees and work are not eligible to be granted through this program:

- Any fees related to obtaining a City of London Business Licence;
- Any materials required for an application or licence;
- Non-property related safety improvements, such as hiring of security guards;
- Insurance fees; and,
- Other fees and work at the discretion of the City Planner (or designates).

7. Eligibility Criteria

To be eligible for the Core Area Safety Audit Grant Program, the **PO** must meet all conditions detailed in this program description.

Property Owner Consideration

- The applicant must be the registered owner of the property or an agent (including building tenant or contractor who has been retained to undertake improvements). If the applicant is not a registered owner of the subject property, the applicant will be required to provide authorization in writing from the registered owner as part of a complete application;
- All mortgages and charges, including the subject financial incentive, must not exceed 90% of the post-rehabilitation appraised value of the property (i.e. the owner must maintain 10% equity in the property post-improvement);
- All City of London property taxes must be paid in full when the grant is issued;
- The registered owner of the property must have no outstanding debts to the City of London;
- The property owner and/or applicant, must not have ever defaulted on any City loan or grant program, including by way of individual affiliation with any company or group of people authorized to act as a single entity such as a corporation;
- The Core Area Safety Audit Program will not apply retroactively to work completed prior to the approval of the application by the Director, City Planning and City Planner, or designate.

Property Considerations

- The property must be located within the Core Area Community Improvement Project Area as defined in the Core Area Community Improvement Area By-law (see Map 1);
- There are not any City of London Building Division orders or deficiencies relating to the subject property at the time the grant is issued;
- The works applied for under the Core Area Safety Audit Program shall not include any costs for which grants or loans have been applied for and approved under any other City of London Community Improvement Plan financial incentive program.
- Each property is eligible to avail simultaneously of multiple incentive programs provided through the other City of London Community Improvement Plans, where eligible.

Building Considerations

- Separate applications must be submitted for each discrete building (as defined) on a single property;
- The property must contain an existing building (occupied or unoccupied);
- Where the entirety of a multi-unit building, which contains separate units, are all under the same ownership, (or with condominium status) it will be considered as one building for the purpose of this grant program;
- Where a building is within a contiguous group of buildings, a discrete building will be interpreted as any structure which is separated from other structures by a solid party wall and a distinct municipal address;
- Each discrete building on each property is eligible for the Core Area Safety Audit Program.

8. General Grant Terms

While funding exists, applicants can apply as needed to this program.

The City is not responsible for any costs incurred by an applicant in relation to the grant program, including without limitation, costs incurred in application of a grant.

If the applicant is in default of any of the general or program specific requirements, or any other requirements of the City of London, the approved grant may be delayed, reduced or canceled, and the applicant may be required to repay part or all of the approved grant.

All proposed works approved under the incentive program must comply with all applicable Provincial regulations and City guidelines, by-laws, policies, procedures, and standards.

If applied for and approved, all works completed must comply with the description of the works as provided in the Core Area Safety Audit Program application form, with any amendments as approved by the City of London.

The granting of fees does not imply that processes for permits are invalid or unnecessary.

9. Grant Amount

A portion of the costs of the property modification undertaken to improve safety as identified by the Core Area Safety Audit will be paid back to the applicant in the form of a one-time grant to cover the lesser of:

- 50 percent of the eligible property modification costs; or,
- \$10,000.

10. Grant Distribution

The City will provide the applicant with one cheque in the full amount of the approved grant after: (1) the City has completed its due diligence to ensure the applicant and property remain eligible for the grant, (2) City staff has reviewed the completed works to ensure they have been completed as approved, and (3) the Grant Agreement has been signed.

The City will not provide partial grant amounts or progress payments.

11. Grant Agreement

The City may require the applicant to enter into a Grant Agreement. The City Planner has the authority to execute the Grant Agreement on behalf of the City.

12. Transferable Grants

If a participating property is sold, in whole or in part, before the grant period elapses, the applicant and/or the subsequent landowner is not entitled to outstanding grant payments (on either the portion sold or retained by the applicant). The City may, entirely at its own discretion, enter into a new agreement with any subsequent owners of the property to receive outstanding grant payments under this program.

13. Application Process

Expression of Interest

PO – It is suggested to contact City of London staff prior to making an application to the Safety Audit Grant Program.

Consultation Phase

PO – The Applicant contacts City of London and/or Downtown London or the Old East Village Business Improvement Area who will arrange a meeting to share ideas for the proposed project, information about incentive programs, provide application form(s) and assist with the application process. This meeting will also help to identify what permits or permissions may be required to complete the proposed safety audit improvements. Consultation with an Urban Designer and/or Heritage Planner may be necessary. Where possible, the City will make appropriate staff available for this meeting, which is usually on site at the property where the proposed work is planned.

Applications made for financial incentive programs do not in any way replace the need for obtaining any necessary approvals. Prior to undertaking building improvements, the PO is required to obtain any necessary approvals and/or permits. Heritage Alteration Permits (for properties requiring them) will be required before financial incentive applications are accepted.

Discussions with City staff are encouraged early in the conceptual phase to ensure proposed safety audit improvements comply with City regulations and guidelines, and the proposed improvements are eligible under the incentive program criteria.

Service London staff are also available to help with clarifying/applying for applicable permits.

Concept Phase

PO – A Complete Application (see Definitions) for the grant program is submitted to the City of London and/or Downtown London staff and/or Old East Village Business Improvement Area staff.

PO – Prior to property modifications beginning, applicants must contact City Planning to complete the application process.

CL – City of London City Planning staff will review the application for completeness and inform the applicant in writing that either, more information is required, or the application is accepted. If accepted, the City will provide a Commitment Letter which outlines the approved works, related costs, and monetary commitment that the City is making to the project.

PO – Any subsequent changes to the project will require review and approval by the City.

CL – City Planning staff may visit the subject property and take photographs, both before and after the subject work is completed.

Property Modification Phase

PO – Having obtained all necessary approvals and/or permits and receiving a Commitment Letter from the City for approved works the applicant may start to undertake eligible property modifications.

Confirmation Phase

PO – The applicant will notify the City in writing (via letter or email) once the project is complete and the costs respecting those works are paid. Confirmation that related building permits are closed, if applicable, is also required so that the City may begin drafting an agreement.

CL – Before setting up any agreement, City Planning staff must ensure the property modifications, as described in the Commitment Letter, are completed and other criteria, as set out in the program guidelines, have been met. This includes:

- Related costs, or bills respecting those approved works are paid in full;
- Related building permits are closed;
- All City of London property taxes must be paid in full and the account deemed in good standing by the Taxation Division;
- There must be no outstanding debts to the City;
- The property owner must not have defaulted on any City loans or grants; and,
- There must be no outstanding Building Division orders or deficiencies against the subject property.

Agreement Phase

CL – Once the eligible works are verified, City Planning staff will draft the grant agreement and provide a draft copy of the grant agreement to the applicant for review.

PO/CL – After the applicant has approved the grant agreement, City Planning staff will prepare two hard copies of the agreement to be signed.

CL – When all the documentation is ready, City Planning staff will contact the applicant to arrange for a meeting to sign the documents. One original signed copy is kept by the applicant and one is retained by the City.

14. Grant Approval

Once all eligibility criteria and conditions are met, and if funds are available in the supporting Reserve Fund, the Director, City Planning and City Planner (or designates) will approve the grant application. Approval by means of a letter to the applicant will represent a commitment by the City of London.

As a condition of approval, new applicants shall be required to enter into a Grant Agreement with the City.

15. Additional Rehabilitation and Demolition

Additional work to the interior of the building can be undertaken without City Planning approval subject to obtaining a building and/or heritage alteration permit, when required. The grant does not impose any specific restrictions on demolition.

16. Inspection of Complete Works

City staff will review the completed works to ensure they have been completed as approved.

17. Grant Application Refusal and Appeal

If an application is refused, the applicant may, in writing, appeal the decision of the Director, City Planning and City Planner to the City Clerk's Office who will provide direction to the matter heard before Municipal Council through the Planning and Environment Committee.

18. Relationship to other Financial Incentive Programs

Applicants may also qualify for financial assistance under the City of London's other financial incentives programs. Applicants are advised to check with City Planning.

19. Monitoring & Discontinuation

As part of the program administration, City Planning, Realty Services, and Licencing and Municipal Law Enforcement will monitor the Core Area Community Improvement Plan financial incentive programs. In receiving and processing applications staff will enter relevant information into a Monitoring Database. This information will be included in any Incentive Monitoring Reports which will be prepared to determine if programs should continue, be modified, or cease. This program is monitored to ensure it implements the goals and objectives of the *1989 Official Plan*, *The London Plan*, the *Core Area Community Improvement Plan*, and the *Core Area Action Plan*.

The City may discontinue the Core Area Safety Audit Grant Program at any time.

The program's success in implementing the Core Area Community Improvement Plan's goals will be based on the ongoing monitoring as noted in the Program Monitoring Data section.

20. Program Monitoring Data

The following information will be collected and serve as data to monitor the Core Area Safety Audit Grant Program. These measures are to be flexible allowing for the addition of new measures that better indicate if the goals and objectives of the Core Area Community Improvement Plan have been met:

- Number of Core Area Safety Audit recommendations implemented;
- Number of properties that implemented Core Area Safety Audit recommendations;
- Total costs of the property modifications, and,
- Total grant amount.

21. Activity Monitoring Reports

Annual Activity Reports will measure the following variables and be used to help complete the biennial State of the Downtown Report:

- Number of Core Area Safety Audit recommendations implemented;
- Number of properties that implemented Core Area Safety Audit recommendations;
- Total cost of the property modifications; and,
- Total grant amount.

Schedule 2

Core Area Community Improvement Plan – Core Area Boulevard Café Grant Program Guidelines

Effective April 12, 2021

This program guideline package provides details on the Core Area Boulevard Café Grant Program provided by the City of London (“City”) through the Core Area Community Improvement Plan (CIP).

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1. How to Read this Document

This document identifies the responsibility of each stakeholder in the Core Area Boulevard Café Grant Program.

The initials **PO** indicate the property owner, tenant, or business owner (or agent acting on behalf of the property owner, tenant, or business owner) responsible for completing that task or action. **CL** indicates that a City of London staff member is responsible for that task.

PO – The Core Area Boulevard Café Grant Program is available to property owners, tenants, and business owners (or agent acting on behalf of the property owner, tenant, or business owner) who are eligible to install boulevard cafés in the Core Area Community Improvement Project Area (Map 1).

2. Map 1 – Core Area Community Improvement Project Area



3. Definitions

Applicant – The person who applies for a new or already has an existing valid Boulevard Café Permit application, and as a result, will simultaneously apply for the Core Area Boulevard Café Grant Program.

Boulevard café – used interchangeable with sidewalk patio or boulevard patio, means an area set aside out of doors, covered or uncovered, for the use of patrons as a licensed restaurant in connection with, and in addition to, the operation of an adjacent restaurant and is located on the City right-of-way.

Complete application – Includes a completed application form for the Boulevard Café Permit application, and includes the following information:

- Name and address of the business owner;
- Confirmation that the address is within the Core Area Community Improvement Project Area;
- A statement of fees from Realty Services indicating the total fees that apply to a new or existing boulevard café;
- Acknowledgement of the receipt of boulevard café fees grant funding and authorization to the City of London to transfer the amount of the grant to the appropriate City of London accounts; and,
- Any other information that may be deemed necessary by the City Planner or City Treasurer (or designates).

PO – The property owner, tenant, business owner (or agent acting on behalf of the property owner, tenant, or business owner).

Sidewalk patio – See Boulevard café.

4. Purpose

In support of the *Core Area Action Plan*, the Core Area Boulevard Café Grant Program is intended to reduce the financial burden on business owners who operate sidewalk patios. This grant program eliminates the administrative and licence fees related to the operation of a patio on the public right-of-way.

Sidewalk patios can activate the street and create a more vibrant urban environment. By providing opportunities for outdoor dining, the City, and the businesses within it, can encourage the use and enjoyment of the public realm.

5. Funding

- Funding for this program is subject to annual budget approval by the City of London.
- Should there not be adequate funding to meet demand for the grant program, the program funding may be topped up through another source of financing as determined by the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer (or designates) and subject to the availability of alternative funding sources. If these additional sources of funding do not meet the demand of the grant program, grants will only be issued while funding is available in the order that they are received.

6. Eligible Fees

Eligible fees that will be granted through the Core Area Boulevard Café Grant Program include the administrative fee for new or renewed applications related to a Boulevard Café Permit licence agreement.

7. Eligibility Criteria

To be eligible for the Core Area Boulevard Café Grant Program, the applicant must:

- Apply for a Boulevard Café Permit and be located within the Core Area Community Improvement Project Area as outlined in Map 1; or,
- Have an existing Boulevard Café Permit with licence agreement and be located within the Core Area Community Improvement Project Area as outlined in Map 1.

8. General Grant Terms

While funding exists, applicants can apply as needed to this program.

The City is not responsible for any costs incurred by an applicant in relation to the grant program, including without limitation, costs incurred in application of a grant.

If the applicant is in default of any of the general or program specific requirements, or any other requirements of the City of London, the approved grant may be delayed, reduced or canceled, and the applicant may be required to repay part or all of the approved grant.

All proposed works approved under the incentive program must comply with all applicable Provincial regulations and City guidelines, by-laws, policies, procedures, and standards.

If applied for and approved, all works completed must comply with the description of the works as provided in the Boulevard Café Permit Application form with any amendments as approved by the City of London through the Sidewalk Patios Standards and Application Process.

The granting of fees does not imply that processes for permits are invalid or unnecessary.

The Core Area Boulevard Café Grant Program replaces the amount of Boulevard Café Permit fees an applicant would be required to pay in the absence of the grant program. Under no circumstances shall an applicant have their Boulevard Café Permit fees payable waived by this program and also receive grant funding related to Boulevard Café Permit fees disbursed by the City of London to the applicant.

9. Grant Amount

For a new Boulevard Café Permit application, the grant amount will be calculated by Realty Services when processing the application and/or processing the annual fee of an executed licence agreement.

The grant amount will equal the administrative and licence fees for all eligible Boulevard Café Permits in the Core Area Community Improvement Project Area.

10. Grant Distribution

The applicant will receive no funding from the City of London.

The applicant will not be charged any fees for a new Boulevard Café Permit application or the annual fee of an executed licence agreement for a boulevard café.

For fees related to the Boulevard Café Permit, the value of the calculated grant will be transferred directly to the appropriate City of London account. This direct transfer is instead of staff collecting the administrative fees and licence fees related to a Boulevard

Café Permit and then providing the applicant with a 100% grant to rebate the monies collected.

Grant recipients may be required to provide written authorization for the City to deposit the amount of the grant into the appropriate City of London account.

11. Grant Agreement

The City may require the applicant to enter into a Grant Agreement. The City Planner has the authority to execute the Grant Agreement on behalf of the City.

12. Application Process

- 1) For a new boulevard café, the applicant is required to complete a Boulevard Café Permit application form. The application must be submitted to Realty Services for review. This review will follow the already developed Sidewalk Patio Standards and Application Process. Realty Services staff will determine the applicable administrative and licence fees to be granted.
- 2) For an executed licence agreement for a boulevard café the applicant is required to abide by the terms of the agreement. No application is required. Realty Services staff will determine the applicable annual licence agreement fees to be granted.

To be eligible for the Core Area Boulevard Café Grant Program, the applicant may be required to submit a complete application (see Definitions), which will be collected at the time of applying for 1) above. If the applicant already has an executed licence agreement for a boulevard café as outlined in 2) above, no further application to the Core Area Boulevard Café Grant Program is required.

For a new Boulevard Café Permit or an executed licence agreement for a boulevard café, the applicant's Boulevard Café Permit application fee and the annual licence agreement fee will not be invoiced to the applicant. Instead, an internal transfer of funding will occur (see Grant Distribution).

13. Grant Approval

As a condition of approval, applicants may be required to enter into a Grant Agreement with the City of London.

14. Incentive Application Refusal and Appeal

If the Boulevard Café Permit application is refused, the administrative fee will not be collected retroactively by the City of London.

Application fees will not be collected. No internal transfer of funds will occur.

15. Relationship to other Financial Incentive Programs

Applicants may also qualify for financial assistance under the City of London's other financial incentives programs. Applicants are advised to check with City Planning.

16. Monitoring & Discontinuation

As part of the program administration, City Planning and Realty Services will monitor the Core Area Boulevard Café Grant Program. In receiving and processing applications staff will enter relevant information into a Monitoring Database. This information will be

included in any Incentive Monitoring Reports which will be prepared to determine if programs should continue, be modified, or cease. This program is monitored to ensure it implements the goals and objectives of the 1989 Official Plan, The London Plan, the Core Area Community Improvement Plan, and the Core Area Action Plan.

The City may discontinue the Core Area Boulevard Café Grant Program at any time.

The program's success in implementing the Core Area Community Improvement Plan's goals will be based on the ongoing monitoring as noted in the Program Monitoring Data section.

17. Program Monitoring Data

The following information will be collected and serve as data to monitor the Core Area Boulevard Café Grant Program. These measures are to be flexible allowing for the addition of new measures that better indicate if the goals and objectives of the Core Area Community Improvement Plan have been met:

- Number of Boulevard Café Permit applications (approved and denied);
- Number of executed licence agreements for boulevard cafés; and,
- Total grant amount.

18. Activity Monitoring Reports

Annual Activity Reports will measure the following variables and be used to help complete the biennial State of the Downtown Report:

- Number of Boulevard Café Permit Applications processed;
- Number of executed licence agreements for boulevard cafés; and,
- Total grant amount.

Schedule 3

Core Area Community Improvement Plan – Core Area Sign Grant Program Guidelines

Effective April 12, 2021

This program guideline package provides details on the Core Area Sign Grant Program provided by the City of London (“City”) through the Core Area Community Improvement Plan (CIP).

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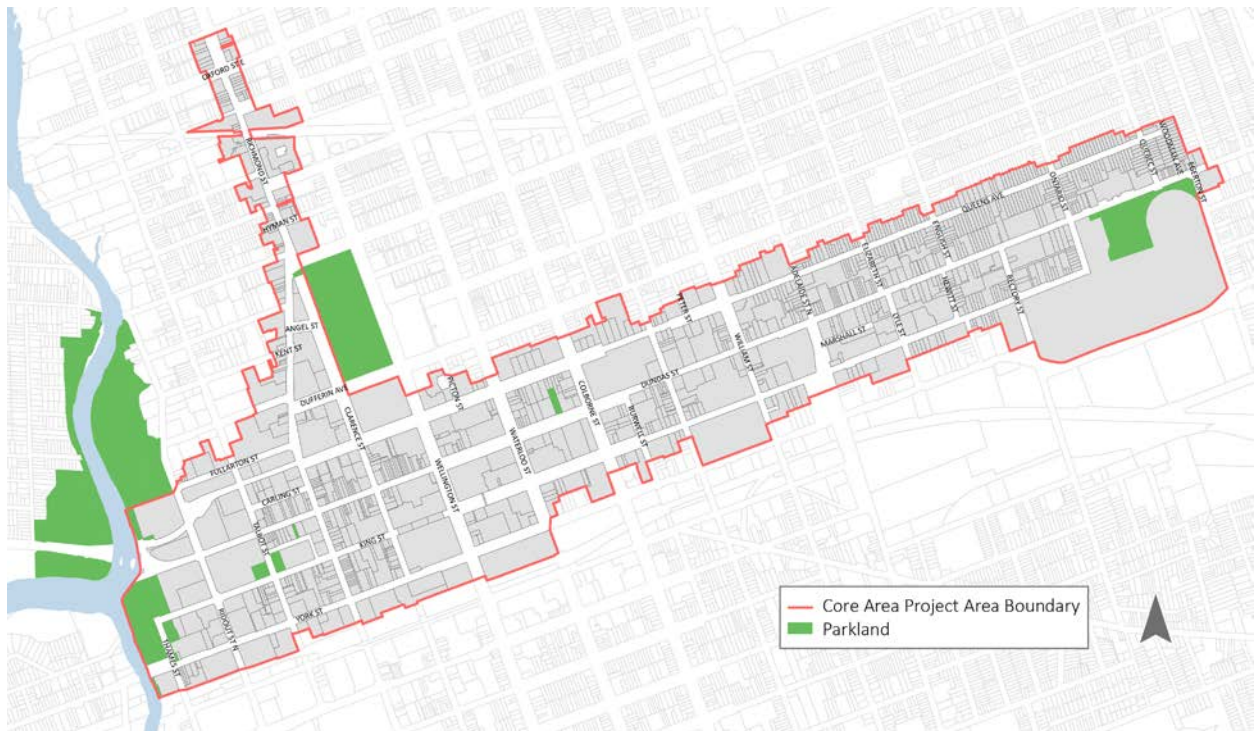
1. How to Read this Document

This document identifies the responsibility of each stakeholder in the Core Area Sign Grant Program.

The initials **PO** indicate the property owner, tenant, or business owner (or agent acting on behalf of the property owner, tenant, or business owner) responsible for completing that task or action. **CL** indicates that a City of London staff member is responsible for that task.

PO – The Core Area Sign Grant Program is available to property owners, tenants, and business owners (or agent acting on behalf of the property owner, tenant, or business owner) who are eligible to install signage in the Core Area Community Improvement Project Area (Map 1).

2. Map 1 – Core Area Community Improvement Project Area



3. Definitions

Applicant – The person who applies for a new Sign Permit, which may or may not include an Encroachment Agreement, or already has an executed Encroachment Agreement for a sign, and as a result, will simultaneously apply for the Core Area Sign Grant Program.

Complete Application – Includes a completed application form for the Sign Permit application, and includes the following information:

- Name and address of the business owner;
- Confirmation that the address is within the Core Area Community Improvement Project Area;
- A statement of fees from the Building Division indicating the total fees that apply to a Sign Permit, which may include fees for an associated Encroachment Agreement application;
- Acknowledgement of the receipt of Sign Permit application fee grant funding and authorization to the City of London to transfer the amount of the grant to the appropriate City of London accounts; and,
- Any other information that may be deemed necessary by the City Planner or City Treasurer (or designates).

Encroachment Agreement – Means a binding agreement between the City and the property owner, prepared by the City, granting authorization for a property owner to erect and maintain an encroachment on a City street or road allowance.

PO – The property owner, tenant, business owner (or agent acting on behalf of the property owner, tenant, or business owner).

Sign – Includes an advertising device or notice; and any visual medium, including its structure and other component parts, which is used or capable of being used to attract attention to a specific subject matter, other than itself for identification, information or advertising purposes. (Refer to The City of London's *Sign By-law* for further information)

4. Purpose

In support of the *Core Area Action Plan*, the Core Area Sign Grant Program is intended to reduce the financial burden on business and/or property owners who install new signs and/or require Encroachment Agreements for signs. This grant program eliminates the Sign Permit application fee, the Encroachment Agreement application fee for signs, and the annual encroachment licence fee for signs.

Older areas of the city, particularly the downtown and surrounding areas, have an established built form which has buildings situated on or very close to the property lines. As a result of the building location in relation to the property line, signs often encroach onto City property. By providing opportunities to reduce fees related to signs within the Core Area, the City can encourage the use of existing infrastructure and help to revitalize older areas of the city.

5. Funding

- Funding under this program will cease on December 31, 2023, unless extended by the City of London.
- Should there not be adequate funding to meet demand for the grant program, the program funding may be topped up through another source of financing as determined by the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer (or designates) and subject to the availability of alternative funding sources. If these additional sources of funding do not meet the demand

of the grant program, grants will only be issued while funding is available in the order that they are received.

6. Eligible Fees

Eligible fees that will be granted through the Core Area Sign Grant Program include:

- Sign Permit application fee;
- Encroachment Agreement application fee for signs; and,
- Annual encroachment licence fee for signs.

The following fees and work are not eligible to be granted through the Core Area Sign Grant Program:

- Any fees related to obtaining a City of London Business Licence;
- Any materials required for the application, licence, or permit;
- Any fees associated with the encroachment of features not defined as a “sign”;
- Any fees related to a Minor Variance for a sign;
- Cost of construction and materials;
- Insurance costs related to signage and encroachments; and,
- Other fees and work at the discretion of the City Planner (or designates).

7. Eligibility Criteria

To be eligible for the Core Area Sign Grant Program, the applicant must:

- Apply for a new Sign Permit and be located within the Core Area Community Improvement Project Area as outlined in Map 1; or,
- Have an existing Encroachment Agreement for a sign and be located within the Core Area Community Improvement Project Area as outlined in Map 1.

8. General Grant Terms

While funding exists, applicants can apply as needed to this program.

The City is not responsible for any costs incurred by an applicant in relation to the grant program, including without limitation, costs incurred in application of a grant.

If the applicant is in default of any of the general or program specific requirements, or any other requirements of the City of London, the approved grant may be delayed, reduced or canceled, and the applicant may be required to repay part or all of the approved grant.

All proposed works approved under the incentive program must comply with all applicable Provincial regulations and City guidelines, by-laws, policies, procedures, and standards.

If applied for and approved, all works completed must comply with the description of the works as provided in the Sign Permit application form with any amendments as approved by the City of London.

If applied for and approved, all works completed must comply with the Encroachment Agreement and its required documentation.

The granting of fees does not imply that processes for permits are invalid or unnecessary.

The Core Area Sign Grant Program replaces the amount of Sign Permit application fees, and associated Encroachment Agreement application fees if required, an applicant would be required to pay in the absence of the grant program. Under no circumstances shall an applicant have their Sign Permit application fee and related Encroachment Agreement application fee payable waived by this program and also receive grant funding related to Sign Permit application fees and associated Encroachment Agreement application fees disbursed by the City of London to the applicant.

The Core Area Sign Grant Program also replaces the amount of the annual encroachment licence fee for a sign an applicant would be required to pay in absence of the grant program. Under no circumstances shall an applicant have their annual encroachment licence fee for a sign waived by this program and also receive grant funding related to the annual encroachment licence fee for a sign disbursed by the City of London to the applicant.

9. Grant Amount

For a new Sign Permit application, including an associated Encroachment Agreement application if required, the grant amount will be calculated by the Building Division when processing the application.

For the annual encroachment licence fee for signs, the grant amount will be calculated by the Building Division when processing the annual licence fee of an executed Encroachment Agreement for a sign.

The grant amount will equal the Sign Permit application fee, and associated Encroachment Agreement application if required, as well as annual encroachment licence fee, for all eligible signs in the Core Area Community Improvement Project Area.

10. Grant Distribution

The applicant will receive no funding from the City of London.

The applicant will not be charged any fees for a new Sign Permit application, including an associated Encroachment Agreement application if required.

The applicant will not be charged any annual licence fees for an executed Encroachment Agreement.

For fees related to a Sign Permit application, including an associated Encroachment Agreement application if required, the value of the calculated grant will be transferred directly to the appropriate City of London account. This direct transfer is instead of staff collecting the application fees related to a Sign Permit application and then providing the applicant with a 100% grant to rebate the monies collected.

For fees related to an executed Encroachment Agreement for a sign, the value of the calculated grant will be transferred directly to the appropriate City of London account. This direct transfer is instead of staff collecting the application annual encroachment licence fees and then providing the applicant with a 100% grant to rebate the monies collected.

Grant recipients may be required to provide written authorization for the City to deposit the amount of the grant into the appropriate City of London account.

11. Grant Agreement

The City may require the applicant to enter into a Grant Agreement. The City Planner has the authority to execute the Grant Agreement on behalf of the City.

12. Application Process

- 1) For a new sign, the applicant is required to complete a Sign Permit application form. If an Encroachment Agreement is required for the new sign, this is identified through the Sign Permit application process. The application must be submitted to the Building Division for review. Building Division Zoning staff will determine the applicable fees to be granted.
- 2) For an executed Encroachment Agreement for a sign, the applicant is required to abide by the terms of the Encroachment Agreement. No application is required. Building Division Zoning staff will determine the applicable annual encroachment license fees to be granted.

To be eligible for the Core Area Sign Grant Program, the applicant may be required to submit a complete application (see Definitions), which will be collected at the time of applying for 1) above. If the applicant already has an executed Encroachment Agreement for a sign as outlined in 2) above, no further application to the Core Area Sign Grant Program is required.

For a new Sign Permit application, which may include an associated Encroachment Agreement application, or for an executed Encroachment Agreement, the applicant's Sign Permit application fee, Encroachment Agreement application fee, and the annual encroachment licence fee will not be invoiced to the applicant. Instead, an internal transfer of funding will occur (see Grant Distribution).

13. Grant Approval

As a condition of approval, applicants may be required to enter into a Grant Agreement with the City of London.

14. Incentive Application Refusal and Appeal

If the Sign Permit application is refused, the application fee will not be collected retroactively by the City of London.

Application fees will not be collected. No internal transfer of funds will occur.

15. Relationship to other Financial Incentive Programs

Applicants may also qualify for financial assistance under the City of London's other financial incentives programs. Applicants are advised to check with City Planning.

16. Monitoring & Discontinuation

As part of the program administration, City Planning and the Building Division will monitor the Core Area Sign Grant Program. In receiving and processing applications, staff will enter relevant information into a Monitoring Database. This information will be included in any Incentive Monitoring Reports which will be prepared to determine if programs should continue, be modified, or cease. This program is monitored to ensure it implements the goals and objectives of the 1989 Official Plan, The London Plan, the Core Area Community Improvement Plan, and the Core Area Action Plan.

The City may discontinue the Core Area Sign Grant Program at any time.

The program's success in implementing the Core Area Community Improvement Plan's goals will be based on the ongoing monitoring as noted in the Program Monitoring Data section.

17. Program Monitoring Data

The following information will be collected and serve as data to monitor the Core Area Sign Grant Program. These measures are to be flexible allowing for the addition of new measures that better indicate if the goals and objectives of the Core Area Community Improvement Plan have been met:

- Number of Sign Permit applications (approved and denied);
- Number of Encroachment Agreement applications associated with Sign Permit applications (approved and denied);
- Number of executed Encroachment Agreements for signs; and,
- Total grant amount.

18. Activity Monitoring Reports

Annual Activity Reports will measure the following variables and be used to help complete the biennial State of the Downtown Report:

- Number of Sign Permit applications processed;
- Number of Encroachment Agreement applications associated with Sign Permit applications processed;
- Number of executed Encroachment Agreements for signs; and,
- Total grant amount.

Schedule 3

Downtown Community Improvement Plan – Boulevard Café Grant Program

Effective June 30, 2020

This program guideline package provides details on the new Boulevard Café Grant Program provided by the City of London (“City”) through the Downtown Community Improvement Plan (CIP).

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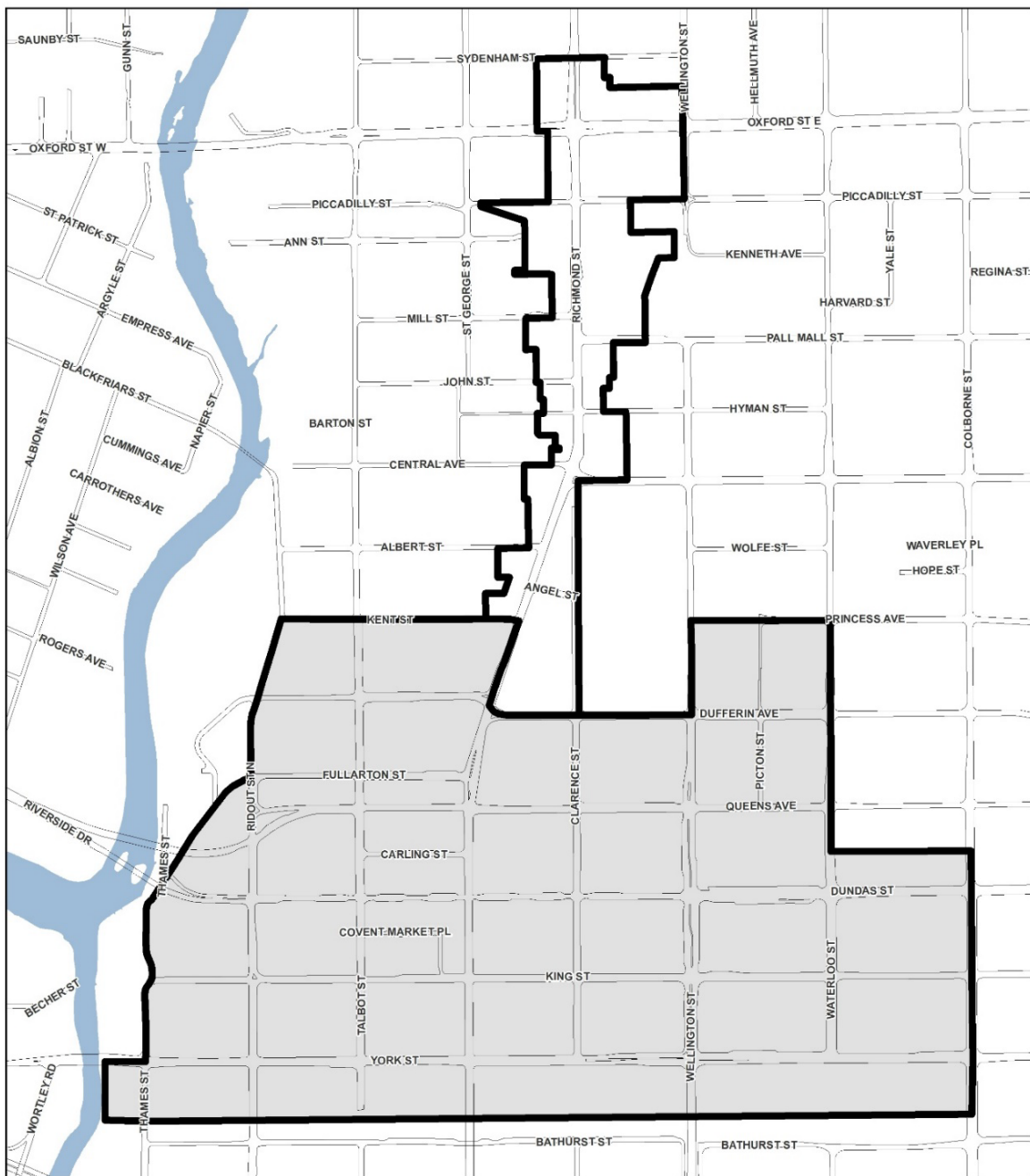
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How to Read this Document

This document helps to identify what the responsibility of each stakeholder is in the Boulevard Café Grant Program. The initials **PO** indicate the property owner, tenant, business owner (or agent acting on behalf of the property owner, tenant, or business owner) is responsible for completing that task or action. Schedule 1 and 2 (not attached) contains additional details on other Downtown CIP financial incentives.

PO – The Boulevard Café Grant Program is available to business owners who are eligible to install boulevard cafés and patios in the Downtown Community Improvement Project Areas including Richmond Row (Map 1).

Map 1 – Downtown Community Improvement Project Areas



Original Community Improvement Project Area

Expanded Richmond Row Community Improvement Project Area



1. Definitions

Applicant – The person who applies for a new or already has an existing valid Boulevard Café Permit Application or a Temporary Sound Permit for Amplified Sound on an Outdoor Patio Application, and as a result, will simultaneously apply for the Boulevard Café Grant Program.

Boulevard café – used interchangeable with sidewalk patio or boulevard patio, means an area set aside out of doors, covered or uncovered, for the use of patrons as a licensed restaurant in connection with, and in addition to, the operation of an adjacent restaurant and is located on the City right-of-way.

Complete Application – Includes a completed application form for the Boulevard Café Permit Application and a Temporary Sound Permit for Amplified Sound on an Outdoor Patio Application (if needed), and includes the following information:

- Name and address of the business owner;
- Confirmation that the address is within the Downtown Community Improvement Project Areas;
- A statement of fees from Realty Services indicating the total fees that apply to a new or existing boulevard café or patio;
- A statement of fees from Licencing and Municipal Law Enforcement indicating the total fees that apply to a temporary sound permit for the subject boulevard café;
- Acknowledgement of the receipt of patio fees grant funding and authorization to the City of London to transfer the amount of the grant to the applicable City accounts
- Any or other information that may be deemed necessary by the City Planner or City Treasurer (or designates).

PO – The property owner, tenant, business owner (or agent acting on behalf of the property owner, tenant, or business owner).

Sidewalk patio – See Boulevard café.

2. Purpose

In support of the Core Area Action Plan, the Boulevard Café Grant Program is intended to reduce the financial burden on business owners who operate sidewalk patios. This grant program eliminates the administrative and licence fees related to the operation of a patio on the public right-of-way and eliminates the application and permit fees for a temporary sound permit if amplified music on an outdoor patio is requested.

Sidewalk patios can activate the street and create a more vibrant urban environment. By providing opportunities for outdoor dining, the City, and businesses within it, can encourage the use and enjoyment of the downtown public realm.

3. Funding

- Total funding available through the Core Area Action Plan budget for patio and signage fees is \$30,000 per year for the 2020-2023 Multi-Year Budget;
- Funding under this program will cease on December 31, 2021, unless extended by the City of London or the Boulevard Café Grant Program is superseded by a similar program under the Core Area Community Improvement Plan;
- Should there not be adequate funding to meet demand for the grant program, the program funding may be topped up through the Downtown Small Scale Project budget or another source of financing as determined by the Director, Planning and City Planner (or designates). In the event that these additional sources of funding do not meet the demand of the grant program, grants will only be issued while funding is available in the order that they are received.

4. Eligible Fees

Eligible fees that will be granted through the Boulevard Café Grant Program include:

- The administrative fee for new or renewed applications and the annual licence fee related to a Boulevard Café Permit licence agreement.
- The application and permit fees for a Temporary Sound Permit for Amplified Sound on an Outdoor Patio when associated with a boulevard café.

The following fees and work are not eligible to be granted through this program:

- Any fees related to obtaining a City of London Business Licence;
- AGCO Liquor Licence applications and fees;
- Any materials required for the application, licence, or Temporary Sound Permit. For example, costs related to completing a patio drawing showing location, size, and materials;
- Cost of construction and materials;
- Temporary Sound Permits for outdoor patios on private property and not considered boulevard cafés.

5. Eligibility Criteria

To be eligible for the Boulevard Café Grant Program, the business owner must apply for a Boulevard Café Permit Application or have a valid Boulevard Café Permit with licence agreement and be located within the Downtown Community Improvement Project Areas (including Richmond Row) as outlined in Map 1.

If needed, the business owner can also apply for a Temporary Sound Permit for Amplified Sound on an Outdoor Patio and have those fees granted.

6. General Grant Terms

While funding exists, applicants can apply as needed to this program.

The City is not responsible for any costs incurred by an applicant in relation to the grant program, including without limitation, costs incurred in application of a grant.

If the applicant is in default of any of the general or program specific requirements, or any other requirements of the City of London, the approved grant may be delayed, reduced or canceled, and the applicant may be required to repay part or all of the approved grant.

All proposed works approved under the incentive programs shall conform to provincial laws and City guidelines, by-laws, policies, procedures and standards.

All works completed must comply with the description of the works as provided in the Boulevard Café Permit Application form with any amendments as approved by the City of London through the Sidewalk Patios Standards and Application Process.

If applied for and approved, all works completed must comply with the temporary noise permit and its required documentation.

The granting of fees does not imply that processes for permits are invalid or unnecessary.

The Boulevard Café Grant Program replaces the amount of patio fees an applicant would be required to pay in the absence of the grant program. Under no circumstances shall an applicant have their patio fees payable waived by this program and also receive grant funding related to patio fees disbursed by the City of London to the applicant.

7. Grant Amount

For a new Boulevard Café Permit Application, the grant amount will be calculated by Realty Services when processing the application and/or processing the annual fee of an executed licence agreement.

For a new Temporary Sound Permit for Amplified Sound on an Outdoor Patio Application, the grant amount will be calculated by Licencing and Municipal Law Enforcement when processing the application.

The grant amount will equal the administrative and licence fees for all eligible Boulevard Café Permits, as well as the application and permit fees for all eligible Temporary Sound Permit for Amplified Sound on an Outdoor Patio applications in the Downtown Community Improvement Project Areas.

8. Grant Distribution

The applicant will receive no funding from the City of London.

The applicant will not be charged any fees for a new Boulevard Café Permit Application or the annual fee of an executed licence agreement.

The applicant will not be charged any fees for a Temporary Sound Permit for Amplified Sound on an Outdoor Patio.

For patio fees related to the Boulevard Café Permit, the value of the calculated grant will be transferred directly to the Realty Operations account. This direct transfer is instead of staff collecting the administrative fees and licence fees related to a Boulevard Café Permit and then providing the applicant with a 100% grant to rebate the monies collected.

For the patio fees related to a Temporary Sound Permit for Amplified Sound on an Outdoor Patio, the value of the calculated grant will be transferred directly to a general Licencing account. This direct transfer is instead of staff collecting the application and permit fees related to a Temporary Sound Permit for Amplified Sound on an Outdoor Patio and then providing the applicant with a 100% grant to rebate the monies collected.

Grant recipients will be required to provide written authorization for the City to deposit the amount of the grant into the appropriate City account.

9. Grant Security

The grant is payable upon the completion of a new Boulevard Café Permit Application or the annual invoice of an executed licence agreement as outlined in Sections 7 and 8.

If applied for and approved, the grant is also payable upon completion of a Temporary Sound Permit for Amplified Sound on an Outdoor Patio as outlined in Sections 7 and 8.

10. Grant Agreement

Participating business owners are required to enter into a Grant Agreement with the City.

11. Grant Repayment Provisions

Not applicable.

12. Transferable Grant

Not applicable.

13. Application Process

- 1) For a new boulevard café or sidewalk patio, the applicant is required to complete a Boulevard Café Permit Application form. The application must be submitted to Realty Services for review. This review will follow the already developed Sidewalk Patio Standards and Application Process. Realty Services staff will determine the applicable administrative and licence fees to be granted.
- 2) If the applicant also requires a Temporary Sound Permit for Amplified Sound on an Outdoor Patio on the City boulevard, the applicant is required to complete the Amplified Sound Permit application form. The application must be submitted to Licencing and Municipal Law Enforcement for review. This review will follow the already developed review process for temporary sound permits. Licencing and Municipal Law Enforcement staff will determine the applicable fees to be granted.

To be eligible for the Boulevard Café Grant Program, the applicant will be required to submit a complete application as defined in Section 1. Complete application information will be collected at the time of applying for 13 1) and/or 13 2) above.

An Agreement is executed between the City and the business owner outlining the terms and conditions of the approved grant. This Agreement is executed at the time of applying for 13 1) and/or 13 2).

For an existing patio licence agreement, the applicant's licence fee will not be invoiced to the applicant. Instead, an internal transfer of funding will occur as per Section 8.

Realty Services will compile a list of and acknowledge that all existing patio licence agreements were not invoiced.

14. Grant Approval

As a condition of approval, new applicants shall be required to enter into a Grant Agreement with the City.

15. Additional Rehabilitation and Demolition

Additional work to the interior of the building can be undertaken without City Planning approval subject to obtaining a building and/or heritage alteration permit, when required. The grant does not impose any specific restrictions on demolition.

16. Inspection of Completed Works

Not applicable.

17. Incentive Application Refusal and Appeal

If the Boulevard Café Permit Application is refused, the administrative fee will not be collected retroactively by the City of London.

If the Temporary Sound Permit for Amplified Sound on an Outdoor Patio Application is refused, the application fee will not be collected retroactively by the City of London.

Administration/application fees will not be collected. No internal transfer of funds will occur.

18. Relationship to other Financial Incentive Programs

Property owners may also qualify for financial assistance under the City of London's other financial incentives programs. Applicants are advised to check with City Planning.

PO – Applicants are advised to check with Downtown London about its proprietary programs which complement the City's financial incentive programs.

19. Monitoring & Discontinuation

As part of the program administration, City Planning, Realty Services, and Licencing and Municipal Law Enforcement will monitor the Boulevard Café Grant Program. In receiving and processing applications staff will enter relevant information into a Monitoring Database. This information will be included in any Incentive Monitoring Reports which will be prepared to determine if programs should continue, be modified, or cease. This program is monitored to ensure it implements the goals and objectives of the 1989 Official Plan, The London Plan, and the Downtown Community Improvement Plan.

The City may discontinue the Boulevard Café Grant Program at any time.

The program's success in implementing the Downtown Community Improvement Plan's goals will be based on the ongoing monitoring as noted in the Program Monitoring Data section.

20. Program Monitoring Data

The following information will be collected and serve as data to monitor the Boulevard Café Grant Program. These measures are to be flexible allowing for the addition of new measures that better indicate if the goals and objectives of the CIP have been met:

- Number of Boulevard Café Permit Applications (approved and denied);
- Number of Temporary Sound Permit Applications for Amplified Patio Sound for Boulevard Cafés (approved and denied);
- Total grant amount.

21. Activity Monitoring Reports

Annual Activity Reports will measure the following variables and be used to help complete the biennial State of the Downtown Report:

- Number of Boulevard Café Permit Applications processed;
- Number of Temporary Sound Permit Applications for Amplified Patio Sound for Boulevard Cafés approved and denied);
- Total grant amount.