



# City of Yorkton

<b>POLICY TITLE</b> <b>RENTAL HOUSING INCENTIVE PROGRAM (RHIP)</b>		<b>ADOPTED BY</b> City Council	<b>POLICY NO.</b> 10.250
<b>ORIGIN/AUTHORITY</b> City Council	<b>JURISDICTION</b> City of Yorkton	<b>EFFECTIVE DATE</b> October 1, 2009 Amended April 11, 2011 Amended August 22, 2011	<b>PAGE #</b> 1 of 4

## 1. **PURPOSE:**

To encourage development and supply of new rental units in the City of Yorkton, which accommodate working class professionals moving or relocating to Yorkton in order to keep pace with economic growth.

## 2. **POLICY:**

Developers can apply for **either** a 5 year or 10 year commitment per property as detailed below in section 1 or 2. This application form needs to be completed at the time a building permit is issued and once committed to the 5 year plan, cannot opt and change to the 10 year plan or vice versa.

1) A) The program will offer 5-year 100% tax exemption to the developers for building multi-family rental units on condition the units must remain rental for 10 years and can be rented at fair market value.

B) ***The program will offer 5-year 100% tax exemption to the developers of a condominium project. The developer must establish a condominium association or board for each project that will be responsible for administration of the exemption and reporting to the City. The exemption will require the condominium association or board to enter into an agreement that can be registered against the entire project. If any of the units are sold prior to the completion of the 10 year agreement the condominium association or board will be required to repay the taxes for each unit sold on the following basis:***

- Years 1 to 5 Total Taxes plus interest at Cornerstone Credit Union Prime rate plus 3 per cent
- Years 6 to 10 Total Taxes plus interest at Cornerstone Credit Union Prime rate plus 2 per cent

2) A) The program will offer 2-year 100% tax exemption to the developers for building multi-family rental units on condition the units must remain rental for 5 years and can be rented at fair market value.

B) ***The program will offer 2-year 100% tax exemption to the developers of a condominium project. The developer must establish a condominium association or board for each project that will be responsible for administration of the exemption and reporting to the City. The exemption will require the condominium association or board to enter into an agreement that can be registered against the entire project. If any of the units are sold prior to the completion of the 5 year agreement the condominium association or board will be required to repay the taxes for each unit sold on the following basis:***

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- Years 1 to 5 Total Taxes plus interest at Cornerstone Credit Union Prime rate plus 3 per cent
- 3) Provincially funded affordable rental housing projects may receive the five-year tax exemption provided they meet the eligibility criteria. Note: Special Eligibility Criteria may apply.
- 4) No exemption or abatement of outstanding or current taxes will be negotiated.

### **Eligibility Criteria**

- 1) Eligible applicants are all developers or property owners wishing to develop new multi-family units in the city for rental purpose. All applicants must be assessed property taxes, and all property and special taxes must be paid in full at the time of completion of construction.
- 2) All developers must submit site plans of the proposed development which comply with the *National Building Code of Canada*, the *Uniform Building and Accessibility Standards Act* and all development standards outlined in the *City of Yorkton Zoning Bylaw No. 14/03*, as well as the *City of Yorkton Architectural Design Guidelines*. Such plans shall be prepared and stamped by a professional engineer, architect, or other qualified professional.
- 3) A minimum of five (5) dwelling rental units per building must be proposed, and the tax exemption takes effect immediately following the completion of construction.
- 4) A description of a new housing development proposal shall be provided which outlines the propose number and size of units, type of construction and potential rent per unit.

### **Application Procedure**

- 1) A completed Application for *Rental Housing Tax Exemption* (see Appendix A) must be submitted to the Director of Planning and Engineering for circulation to the appropriate authorities.
- 2) The following information must be included with the Application for assistance:
  - (a) Detailed site and building plans prepared by a professional engineer, architect, or other qualified professional. Plans shall illustrate all site requirements as outlined in *Zoning Bylaw 14/03*, as well as the *City of Yorkton Architectural Design Guidelines*, and to determine compliance with the *National Building Code and the Uniform Building and Accessibility Standards Act*.
  - (b) A schedule of work to be undertaken, including phasing with an estimated time of completion.
- 3) Upon completion of the Administration's review a recommendation will be made to City Council.
- 4) If approved by City Council, assistance would be provided pursuant to a formal agreement between the City and the subject property owner(s).
- 5) The tax exemption shall begin upon the completion of construction, and in the fiscal year following the Notice of Assessment for the "improvements" and the term of the abatement shall be in the form of a contract between the City and the Applicant, and registered on title.

### 3. **RESPONSIBILITY:**

- 1) Approvals - Yorkton City Council (as submitted).
- 2) Review and monitoring - Economic Development Officer (annually).
- 3) Co-ordination – Director of Planning and Engineering.

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**Appendix A**

**APPLICATION NO.** \_\_\_\_\_ - 20\_\_\_\_

**RENTAL HOUSING INCENTIVE PROGRAM (RHIP) APPLICATION**

Five-year tax exemption *or* Two-year tax exemption

**APPLICANT INFORMATION (Please print):**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, Postal Code: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_

Fax: (\_\_\_\_\_) \_\_\_\_\_

**PROPERTY OWNER (if different):**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, Postal Code: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_

Fax: (\_\_\_\_\_) \_\_\_\_\_

**AFFECTED PROPERTY:**

Civic Address: \_\_\_\_\_

Lot(s): \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_

Existing Land Use: \_\_\_\_\_

Are all property and special taxes current? Check One.

Yes

No

**NATURE OF APPLICATION:**

Application is for:  Five-year tax exemption (10-year rental commitment)

Condominium Building       Rental Apartment Building

Two-year tax exemption (5-year rental commitment)

Condominium Building       Rental Apartment Building

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**PROPOSED HOUSING DEVELOPMENT:**

1. How many units will there be? \_\_\_\_\_ (Must be a minimum of five per building)
2. How many units will have: \_\_\_\_\_ One-bedroom, \_\_\_\_\_ Two-bedroom, \_\_\_\_\_ Three-bedroom?
3. What is the estimated rent per unit?
4. Who is the target population? Please provide a brief explanation.
5. Please provide information on other sources of government funding, if applicable for this project.

**ATTACHMENTS:** Ensure that the following information is included in your application.

- Detailed site and building plans prepared by a professional engineer, architect, or other qualified professional. Plans shall illustrate all site requirements as outlined in *Zoning Bylaw 14/03*, as well as the *City of Yorkton Architectural Design Guidelines*, and to determine compliance with the *National Building Code and the Uniform Building and Accessibility Standards Act*.
- A detailed construction schedule.

**AUTHORIZATION:**

I, \_\_\_\_\_, HEREBY CERTIFY THAT:

- I am the registered owner of said property; or
- I am authorized to act on behalf of the registered owner;

And, understand that this application is subject to final approval by the City of Yorkton and am aware that Rental Housing Incentive Program benefits are not available until such approval is secured. Further, I understand that this application constitutes an agreement to rent the said property for \_\_\_\_ years and the City will register a lien/caveat against the lands in respect of this commitment. I understand penalties as per the Rental Housing Incentive Program Policy 10.250 will apply if units are not rented for the time committed.

If approved, I understand that the tax exemption shall begin upon the completion of construction, and in the fiscal year that the Notice of Assessment for the "improvements" is issued. In the event that the individual property is registered as a condominium, a separate contract/agreement will be required between the City and the Applicant, and such agreement will be registered on the individual property's title.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**Office Use Only**

Property Tax Folio Number: \_\_\_\_\_

Date of Council Review: \_\_\_\_\_

Council Decision:        Approved                          Denied