

Village of Youngstown

Policy – Development Incentive Program

Policy Number 21-01
Approval Date: May 4, 2021

Background

The Village of Youngstown encourages development to expand the local economic and assessment base which will provide a wide range of opportunities and benefits for residents and businesses. To encourage development the Village of Youngstown will partner with both residential and business entities. Recognizing that each situation is different and knowing that one incentive will not necessarily fit each request, the Village of Youngstown is prepared to discuss a variety of incentive options to fulfill individual needs in a mutually beneficial way.

Policy Statement

The Development Incentive Program shall apply to all residential and non-residential properties within the municipal boundaries.

Purpose

To encourage developers, businesses and private citizens to make investments that benefit the community.

Program Components

Without limiting Village Council's discretion under the Municipal Government Act, the following outlines the Village of Youngstown development incentive program options that will be considered when receiving applications for assistance. Village Council reserves the right to limit the number of program participants in any given year, depending on financial implications.

A) Property Tax Incentive

The Village of Youngstown will review any requests for a deferral of property taxes on a case by case basis to encourage development within our municipal boundaries. Examples of possible deferrals and conditions include:

- A deferral of property taxes on new development as well as expansions and improvements of existing buildings (where the improvement increases the existing assessment value of a property by at least 50%).
- This deferral applies to the municipal portion of property taxes only and does not include other requisitions such as education taxes or taxes in support of a designated seniors lodge.
- The deferral may be applied to one or more years as agreed to.
- Deferrals on expansions or improvements of existing buildings will only apply to the improved portion of the property assessment.
- Any existing property taxes must be up to date; the agreement will be voided if property taxes fall into arrears.
- An agreement must be in place prior to the commencement of the development in order to be eligible for the incentive.
- Linear and equipment property (as defined by the Municipal Government Act) are not eligible for the incentive.

B) Infrastructure Improvement Incentive

To encourage development, the Village of Youngstown will partner with new projects to install new or upgrade existing municipal infrastructure on a case by case basis. Possible infrastructure options include:

- Road improvements, such as resurfacing or the addition of new roads or turning lanes
- Water and / or sewer utility additions or extensions
- Trenching for utilities and / or other site preparation work

C) Demolition Incentive

To encourage the redevelopment of existing residential and non-residential properties, the Village of Youngstown will provide a rebate to property owners to partially offset the costs associated with the removal of a principal building on a property within our municipal limits. The rebate will take the form of a payment to be issued to the property owner upon proof of payment of costs. Each rebate will be subject to a formal agreement between the property owner and the Village of Youngstown.

D) Beautification and Store Front Improvement Incentive

To encourage business to invest in quality building improvements to retail and commercial buildings, the Village of Youngstown will provide a rebate to property owners to partially offset the costs associated with improvements. The project must involve eligible, exterior structural or non-structural building improvements to retail and commercial use buildings that enhance the aesthetics and functionality of the building. Eligible improvements include:

- Permanent exterior improvements such as painting, walls, signage, facades, lighting, windows, and other permanent fixtures;
- Improvements related to health, safety or fire compliance;
- Accessibility improvements such as wheelchair access, railings or stairs;
- Other improvements as approved.

Criteria:

- Eligible incentive allowed is 50% of costs to a maximum of \$5,000 per property;
- Costs can include building materials, design fees and labour (labour provided by the applicant will not be eligible for reimbursement);
- Applications will be reviewed and reimbursed on a first come, first served basis until budget dollars are exhausted or the program is discontinued;
- Submitting an application does not guarantee an incentive will be approved or a specific amount will be awarded;
- Pre and post construction consultation and site visits may be requested;
- All successful applications will be contingent on the property owner applying for and receiving the appropriate development and building permits and complying with other, applicable bylaws;
- Reimbursement of costs will be issued at the completion of the incentive process based on submitted invoices or receipts;
- Projects must be completed within 6 months of approval.

Procedure

- 1) The property owner is required to fill out an application (attached Schedule A) prior to proceeding with work and submit it to the Village of Youngstown for approval.

B) Infrastructure Improvement Incentive

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- An agreement must be in place prior to the commencement of the development in order to be eligible for the incentive.
- Linear and equipment property (as defined by the Municipal Government Act) are not eligible for the incentive.

- 2) Once approved, the property owner and Village of Youngstown will enter into a formal agreement.
- 3) The property owner commences work such as demolition or improvements as per the application.
- 4) The property owner submits receipts to the Village of Youngstown for reimbursement. Receipts must be submitted within 3 months after work has been completed.

Policy Approval

May 4 / 2021
Date of Approval

Robert D. Boyer
Approved by

Mayor
Title

Schedule A – Development Incentive Program Application and Agreement

Name: _____

Address: _____

Contact Info of property owner/applicant: _____

Legal Address of Property: _____

Incentive deadlines and requirements may differ depending on the type of incentive applied for. Please consult Village Office if you require any assistance or have any questions.

Requested Incentive: _____

Amount Requested: _____

Total Project Cost: _____

Project Start and Completion Date: _____

Details of Request (Nature of project; description of objectives; why would this request benefit the municipality):

Attachments or Other Supporting Documents:

Are all permits (development / building / safety) in place:

Are all existing taxes (as applicable) up to date:

Applicant Signature

Applicant Signature

Application Date

Schedule A – Development Incentive Program Application and Agreement

Name: _____

Address: _____

Contact Info of property owner/applicant: _____

Legal Address of Property: _____

Incentive deadlines and requirements may differ depending on the type of incentive applied for. Please consult Village Office if you require any assistance or have any questions.

Requested Incentive: _____

Amount Requested: _____

Total Project Cost: _____

Project Start and Completion Date: _____

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Attachments or Other Supporting Documents:

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Are all existing taxes (as applicable) up to date:

Applicant Signature

Applicant Signature

Application Date

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Policy Approval

Date of Approval

Approved by

Title

Application Approved / Declined

Approved By

Approval Date

Decision Notes:

Agreement

Agreement made this _____ day of _____, 20____

Village of Youngstown
Box 99
Youngstown, AB T0J 3P0

Name: _____

Address of property owner: _____

Legal Address of Property: _____

Details of Program and Agreement:

On Behalf of

Witness

On Behalf of

Witness

Date