



## Guidelines for Tax Increment Equivalent Grant (TIEG) Applications

Please read the following before filling out this application.

[How to Apply for the TIEG](#)

There are two ways to apply for the TIEG:

- 1) **Submit via APLI:** Sections 1 through 6 of the application form below can be completed online via the [City's online application portal, APLI](#). Supporting documentation including your cover letter and Property Owner Consent Form, if applicable (see page 5 below), can also be uploaded to APLI. Applying via APLI is the preferred method, as it allows faster processing and you to track your application status.
- 2) **Submit via email:** Complete the PDF form below, and submit it and your supporting documentation via email to the City of Barrie's Strategic initiatives, Policy and Analysis (SIPA) Branch of Development Services at [HousingCIP@barrie.ca](mailto:HousingCIP@barrie.ca). Please note that email applications take longer to process and you will not be able to track your application status via APLI.

**An application for a TIEG must be made at time of Building Permit application** and will be reviewed for compliance with the eligibility criteria established in the Housing CIP by Development Services, in consultation with Financial Services.

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

- ✓ Complete and signed application form (not required if applying through APLI)
- ✓ Owner's Authorization form, if applicable (included with application form, please upload to APLI)
- ✓ Cover letter (see details on application form, please upload to APLI)
- ✓ Confirm that the approved Site Plan Agreement has been registered on title (included on application form or APLI application)
- ✓ Confirm that a Building Permit Application has been submitted (included on application form or APLI application)
- ✓ Confirm that an occupancy permit has not been issued (included on application form or APLI application)
- ✓ Agree to enter into a legal agreement with the City of Barrie if you are approved for a TIEG (included on application form or APLI application)

[About the TIEG program](#)

The **Tax Increment Equivalent Grant (TIEG) program** is offered through the **Housing Community Improvement Plan (CIP)**.

**The purpose of the TIEG program is to incentivize the development of medium and high density purpose-built rental units by providing a yearly grant for a period of up to ten (10) years.** The TIEG uses the future property tax gains generated by a development to help finance the actual development through the provision of grants. The value of the grant provided is equal to the incremental increase in property assessment and municipal property tax resulting from the improvements.

The grant is provided to the owner (registered or assessed), tenant or assigned third party, after the taxes have been paid in full. **The grants will only be provided after the improvements to the property are complete and after the reassessment of the property by the Municipal Property Assessment Corporation (MPAC) has demonstrated an increase in the assessed value of the property.** The pre and post improvement assessment and tax values will be used to calculate the incremental increase in municipal property tax revenue and the total value of the grant. The total payment shall not exceed the

cost of redevelopment. The annual grant will be equal to a percentage of the tax increment paid for the City's portion on the property taxes, in decreasing percentages of the increment as follows:

Year 1 – 100% of tax increment (pro-rated)	Year 6 – 50% of tax increment
Year 2 – 90% of tax increment	Year 7 – 40% of tax increment
Year 3 – 80% of tax increment	Year 8 – 30% of tax increment
Year 4 – 70% of tax increment	Year 9 – 20% of tax increment
Year 5 – 60% of tax increment	Year 10 – 10% of tax increment

#### Eligibility Criteria

**To be eligible for a TIEG grant, applicants must meet all the eligibility criteria in Sections 3.4.1 and 3.4.3 of the Housing CIP.** Please read and review the Housing CIP before completing this application to confirm your understanding of the Housing CIP and that your project meets all eligibility criteria. The Housing CIP can be accessed on the City's website at: [www.barrie.ca/HousingCIP](http://www.barrie.ca/HousingCIP)

#### Application Review and Approval

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

**We aim to review and confirm TIEG eligibility within two weeks of receipt of a completed application.** Once staff have confirmed your eligibility you will be notified in writing of your successful application, and then Legal Services will work with you to finalize and register the necessary legal agreement(s). Agreements may identify required construction timelines to ensure that projects receiving a TIEG are committed to moving forward with their projects expeditiously.

**Should you have questions regarding the TIEG application process or eligibility requirements, please contact the City of Barrie Development Services Department at (705) 726-4242, or via email at [HousingCIP@barrie.ca](mailto:HousingCIP@barrie.ca)**



Development Services  
Department

Housing Community  
Improvement Plan (CIP)

OFFICE USE ONLY

DATE:

FILE NO.

# TAX INCREMENT EQUIVALENT GRANT (TIEG) APPLICATIONS

## 1. APPLICANT INFORMATION

Registered Owner \_\_\_\_\_ Tel. No. \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_

E-mail Address \_\_\_\_\_

Owner's Authorization Letter (please complete the attached Property Owner Consent Form if the applicant is not the owner).

Name of Applicant (if different from the owner) \_\_\_\_\_

\_\_\_\_\_ Tel. No. \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_

Email Address \_\_\_\_\_

Is the Owner/Applicant a non-profit or charitable organization?  Yes  No

Are you partnering with a non-profit (please include an explanation of your organization or any partnerships in your cover letter)  Yes  No

Name of Agent, Solicitor or

Consultant (if different from the applicant) \_\_\_\_\_

\_\_\_\_\_ Tel. No. \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_

Email Address \_\_\_\_\_

## 2. PROJECT INFORMATION

Municipal Address(es) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Legal Description (Lot/Concession/Registered Plan Numbers) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PIN(s) (Property Identification Number) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Assessment Role Number(s) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Lot Area (hectares) \_\_\_\_\_  
\_\_\_\_\_

Project sites shall not be located on lands subject to flooding hazards, erosion hazards, including wetlands.

- Is the Property affected by the Regulation limits of the Conservation Authority?

NVCA  LSRCA  No

Projects eligible for the TIEG include purpose-built, multi-residential medium and high-density housing. Projects can be standalone residential development or mixed-use.

I confirm that the project will be operated as a purpose-built rental building where there is a landlord-tenant relationship, and tenants are recognized by the Residential Tenancies Act.

Total number of residential units (Please include details regarding the proposed unit types in your cover letter).

Total number of affordable housing units proposed (Affordable housing means units rented at the rates identified in the most recent [Development Services Housing Bulletin](#). Please include further details about any proposed affordable housing in your cover letter).

Proposed gross floor area (GFA) (Please include details regarding the proposed uses of any non-residential spaces in your cover letter).

<u>Residential</u>	<u>m<sup>2</sup></u>
<u>Commercial</u>	<u>m<sup>2</sup></u>
<u>Industrial</u>	<u>m<sup>2</sup></u>
<u>Institutional</u>	<u>m<sup>2</sup></u>

Projects must have received Site Plan Control approval. An application for the TIEG must be submitted at the time a building permit application is made. Applications for the TIEG can be accepted after building permit issuance but must be received prior to the issuance of an occupancy permit by Building Services.

- Site Plan Agreement (SPA)  
City of Barrie application/file number: \_\_\_\_\_  
Date SPA was registered on title: \_\_\_\_\_  
Instrument number: \_\_\_\_\_
- Building Permit  
Application number(s): \_\_\_\_\_  
Submission date: \_\_\_\_\_
- Estimated project value: \$ \_\_\_\_\_

- Anticipated construction and occupancy timelines: \_\_\_\_\_

I confirm that I have not been granted any occupancy permits for this project yet.

### 3. FINANCIALS

Please list all other funding sources/grants you have obtained or applied for (please include any details/explanations regarding funding sources in your cover letter).

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

To be eligible for a TIEG, the property under consideration shall not be in a position of property tax arrears or shall have a payment schedule acceptable to the Chief Financial Officer at the time of application.

I confirm that the subject property taxes are in good standing.

### 4. AGREEMENT REQUIREMENTS

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

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

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

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

### 5. COVER LETTER

A cover letter that includes an overview of the proposed project and the project team (construction team and rental operation/management team) must be included with this application. Please ensure that your cover letter also includes the following information, as applicable (as noted above in this application form):

- An explanation of your company/organization (for-profit, non-profit or charitable) and any partnerships with any other companies/organizations.
- Details regarding the proposed residential unit type (GFA/size, number of bedrooms, accessible units, etc.) breakdown
- Details regarding proposed rental rates, including how many units, if any, will be affordable housing units rented at the affordable rates identified in the most recent [Development Services Housing Bulletin](#).
- Details regarding the proposed uses of any non-residential spaces, such as commercial, institutional and community spaces.
- Details/explanations regarding other funding sources/grants you have obtained or applied for, including amount, timing and who awarded it (e.g. City of Barrie, County of Simcoe, CMHC, etc).

I confirm that I have included a cover letter with my application that addresses all of the above.

## 6. CONSENT OF THE OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION

I \_\_\_\_\_ am the owner of the land that is the subject of this Community Improvement Plan (CIP) Tax Increment Equivalent Grant (TIEG) application and for the purpose of the Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

I hereby apply for a Tax Increment Equivalent Grant (TIEG) under the City of Barrie Housing Community Improvement Plan. I/We agree to abide by the conditions of the grant program.

I hereby certify that the information given herein is true, correct, and complete in every respect and may be verified by the City of Barrie.

---

Signature of Registered Owner(s)/Applicants

Date of Application

---

Signature of Registered Owner(s)/Applicants

Date of Application



## Owner Authorization - Planning Applications (Property Owner Consent Form)

I,	<input type="checkbox"/> Property Owner	<input type="checkbox"/> Delegated Official with Signing Authority
First Name / Last Name	(Select one)	
Company Name (if applicable)		
of,		
Street Address	Unit #	City or Town
		Province
		Postal Code
Telephone No.		
Email		

**hereby give permission to:**

Applicant - First Name / Last Name
Company Name (if applicable)

Authorized Agent - First Name / Last Name
Company Name (if applicable)

**to act as my authorized agent to apply for an application(s) for:**

Street Address	Unit #	City or Town	Province	Postal Code
----------------	--------	--------------	----------	-------------

If there are any changes in the above information and/or I wish to withdraw this authorization, I must notify the City of Barrie in writing.

Owner Signature (I have the authority to bind the corporation, where applicable)	Date
--	------