



# COMMUNITY IMPROVEMENT PLAN

Municipality of Northern Bruce Peninsula  
(Tobermory / Lion's Head)

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1. **Introduction:**

Council of the Corporation of the Municipality of Northern Bruce Peninsula has expressed its desire to establish a Community Improvement Plan for the downtown urban areas of Tobermory and Lion's Head.

2. **Purpose (general):**

A CIP describes what a municipality intends to do to address various issues in a certain defined area, known as a Community Improvement Plan project area. Through CIPs municipalities can:

- i. Focus public attention on local priorities and municipal initiatives;
- ii. Target areas in transition or in need of repair, rehabilitation and redevelopment;
- iii. Facilitate and encourage community change in a co-ordinated manner; and
- iv. Stimulate private sector investment through municipal incentive-based programs.

3. **Legislation:**

i. Ontario Planning Act

Section 28 of Ontario's *Planning Act* allows municipalities to prepare CIPs, to establish a framework for municipalities to support and implement programs to encourage development and redevelopment, in accordance with Official Plan policies. Whether the reasons are physical, social, economic, or environmental, a community improvement approach is a flexible, comprehensive, co-ordinated and strategic framework for dealing with lands and buildings. For the purposes of carrying out a CIP, a municipality may engage in the following activities within the CIP project area:

- i. Acquire, hold, clear, grade or otherwise prepare land for community improvement (28(3));
- ii. Construct, repair, rehabilitate or improve buildings on land acquired or held by it in the CIP project area in conformity with the CIP (28(6));
- iii. Sell, lease, or otherwise dispose of any land and buildings acquired or held by it in the CIP project area in conformity with the CIP (28(6)); and,
- iv. Make grants or loans to registered owners, assessed owners and tenants of lands and buildings within the CIP project area, and to any person to whom such an owner or tenant has assigned the right to receive a grant or loan, to pay for the whole or any part of the cost of rehabilitating such lands and buildings in conformity with the CIP (28(7)).

ii. Provincial Policy Statement (2005)

CIPs help to achieve the PPS objectives of healthy communities, a clean and safe environment and a strong economy. Community improvement is supported through PPS policies for:

- i. Building strong communities
- ii. Promoting efficient development and a mix of land uses
- iii. Ensuring that necessary infrastructure and public service facilities are available
- iv. Improving accessibility
- v. Conserving heritage resources
- vi. Supporting green design
- vii. Encouraging residential intensification

- iii. County of Bruce Official Plan (2010)  
Local Official Plans for Primary Urban Communities shall contain general development and land use policies dealing with community improvement. It is the policy of County Council to encourage each local municipality to prepare a CIP where appropriate.
- iv. Municipality of Northern Bruce Peninsula Official Plan (2012)  
The Local Official Plan policies under Section 4.3 qualify the municipality to prepare and implement CIPs, and other mechanisms that are governed by Section 28. The NBP CIP will establish a number of programs to implement the goals and objectives of official plan community improvement policies.

4. **Process:**

A number of relevant background studies and projects are the foundation for the Northern Bruce Peninsula CIP:

- Streetscaping Guidelines (2003)
- Dark Skies Community Proclamation (2003)
- Strategic Plan (2010)
- Lion's Head Community Design Toolkit(2011)
- Tobermory Community Design Toolkit (2011)
- Parks and Recreation Master Plan (2012)
- Tobermory Water and Wastewater Feasibility Study (2012)
- Local Official Plan (Update and Review completed in 2012)
- Zoning By-law (Update and Review underway in 2013)

Since 2011 the Municipality has been actively supporting revitalization efforts in both of its urban cores. As part of those efforts they undertook a comprehensive public input process that developed their Community Design Toolkits for each of Tobermory and Lion's Head. These Toolkits outline their individual Community Identity; an Action Plan; as well as Tools to bring forward change in the urban cores. One of the Action contained in the Toolkits was to develop a Community Improvement Plan for both Tobermory and Lion's Head.

5. **Purpose (specific):**

The NBP CIP establishes a framework for the Municipality to support and implement a series of programs over a 10-year period, to encourage the maintenance, rehabilitation and revitalization of public and private spaces, and to provide financial incentives to achieve these objectives.

6. **CIP Project Area:**

According to Section 28(1) of the *Planning Act*, a "community improvement project area" is defined 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". Project areas range from specific properties, to streets, neighbourhoods and entire communities, while program coverage can span a wide spectrum of municipal goals and objectives including the programs noted in Section 10 of this CIP.

The municipality shall designate the CIP project area by By-law. The programs authorized in this CIP may be carried out within the CIP project area as identified on Schedule 'A' to the Plan.

7. **Goal:**  
Section 4.3.1 of the Northern Bruce Peninsula Official Plan outlines the following Community Improvement Goal:

*To improve facilities and infrastructure in the Municipality's three urban areas that contributes to the community health, environmental, social and economic priorities and needs of the community.*

8. **Objectives:**  
Section 4.3.2 of the Northern Bruce Peninsula Official Plan outlines the following Community Improvement Objectives:

*a) To improve the physical appearance and economic health of the downtown commercial areas and provide connections to the waterfronts of the Municipality while elevating the status of these areas as destinations and promoting their unique community identity.*

*b) To encourage development and redevelopment on private and/or public lands to improve the appearance and functionality of the downtown commercial areas, waterfront areas and recreational areas/facilities of the Municipality.*

*c) To improve and enhance the recreational facilities/opportunities within the Municipality by creating communities that are attractive, pedestrian-friendly, and distinctive as guided by the Municipality's Master Recreation Plan.*

*d) To ensure a built environment that supports and encourages active transportation while reducing automobile dependency and implement measures that ensure it is accessible to all.*

*e) To promote the improvement of energy efficiency and other environmental standards for residential, commercial, industrial, public, recreational, institutional and other uses within the designated community improvement project areas.*

9. **Programs:**  
The following Programs are authorized under the CIP:

- i. Façade Improvement Program  
To cover project costs for exterior improvements to the street-facing facade of existing buildings in the Tobermory and Lion's Head CIP project areas.
- ii. Storefront Sign Improvement Program  
To cover project costs for storefront sign and awning improvements on existing buildings in the Tobermory and Lion's Head CIP project areas.
- iii. Infrastructure Works/Building Restoration and Accessibility Enhancements  
For property tax assistance for remediation purposes to assist in bringing buildings up to current Ontario Building Code standards; and, accessibility enhancements to downtown businesses in accordance with the Ontarians Disabilities Act, 2001 and the Accessibility for Ontarians with Disabilities Act, 2005.

iv. Community Energy Efficiency

To promote:

- Construction of new buildings and/or infrastructure that meet LEED (Leadership in Energy and Environmental Design) standards;
- Retrofit of existing buildings for energy efficiency (i.e. replacement of doors, windows, insulation, heating, etc.); and,
- Alternative energy generating sources (i.e. rooftop solar panels).

v. Streetscape Beautification, Signage & Landscaping Improvements

For improvements related to the streetscape including but not limited to the replacing/adding of light standards, street furniture (benches, banners, planters, garbage/recycling receptacles), sidewalk and lane treatments, parking, and signage.

vi. Public Space, Parks and Recreation Works

For major capital projects geared to enhance, preserve and derive more economic benefits from public spaces within the CIP project area.

Programs i. through iv. are designed to stimulate private sector investment through municipal incentive-based programs. Programs v. and vi. are municipally-driven programs.

10. **Program Administration:**

Where applicable, CIP programs can be administered in the following ways:

i. Grant Program

Where a proposed project satisfies the relevant municipal guidelines, a grant to cover up to 50% of the capital cost of the improvement to a maximum of \$10,000 may be available on approved applications. Capital costs may include professional design fees, material, labour and taxes necessary to complete the eligible work. In the event a project involves a second improvement, a grant of up to 50% of the capital cost to a maximum of \$15,000 may be approved.

The grant would be payable after the applicant executes a Commitment Agreement with the municipality, construction is complete and has been inspected by the appropriate approval authority, and upon presentation of proof of accounts paid for the completed project. A maximum of one year is allowed for completion. The Agreement would specify eligible works and require no changes to work on the improvement for five years without municipal approval.

11. **Program Framework:**

The CIP programs may be based on the following framework:

- i. Introduction / Overview
  - i. Program objective and details
- ii. Program Funding
  - i. Overview of Municipal funding
- iii. Design Criteria and Guidelines

- iv. Eligibility and Program Area
  - i. Applicant responsibilities
  - ii. Considerations (compliance with guidelines)
  - iii. Area of application
  - iv. Funding structure and requirements
- v. Methodology / required elements (creativity, innovation, public participation)
  - i. Review Criteria
- vi. Program Administration
  - i. Application process (submission deadlines and other requirements, timelines)
  - ii. Administration (review, evaluation, approval, assistance)
  - iii. Program Monitoring
  - iv. General Terms
  - v. Other Program Participation

12. **General:**

- i. Timeframe  
The CIP shall remain in effect for ten (10) years following its adoption by Council.
- ii. Funding  
The total of the fee refunds, grants, loans, and tax assistance shall not exceed the cost of improvements made to the buildings and lands. Any improvements made prior to the adoption of the CIP are not eligible for financial incentives under the CIP.
- iii. Amendments  
Amendments to the CIP would not normally be required if a municipality is discontinuing or cancelling a program; or, if funding to a program is decreased. Decisions respecting funding allocations to CIP programs are typically part of the annual Council budget process. However, amendments to the CIP may be required for a change or expansion in the geographic area to which financial or land programs outlined in a CIP apply; or, a change in the eligibility criteria (i.e. addition of new municipal assistance programs involving grants, loans, tax assistance or land; or, an increase to a financial incentive to be offered within a municipal CIP program).
- iv. Participation  
In order to carry out the Community Improvement Goals and Actions of this Plan, the Municipality may participate and coordinate in grants or loans with other levels of government pursuant to Section 28(7.2) of the Planning Act, R.S.O. 1990 for the purpose of carrying out a community improvement plan.

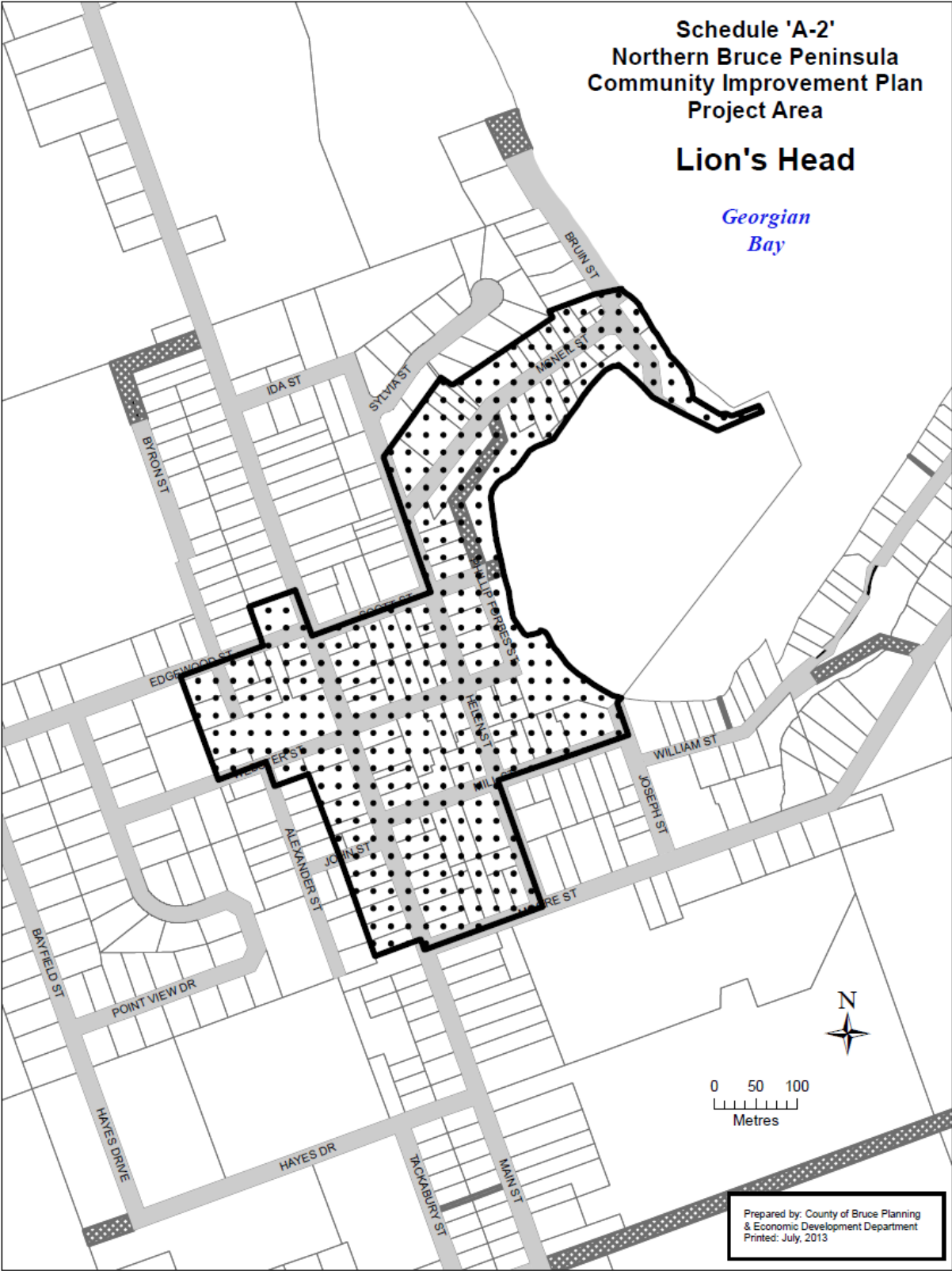
13. **Implementation:**

The municipality may prepare a ten-year implementation plan to address matters related to the timing of construction of improvements, promotion of the policies and programs, and staging and monitoring of CIP programs.

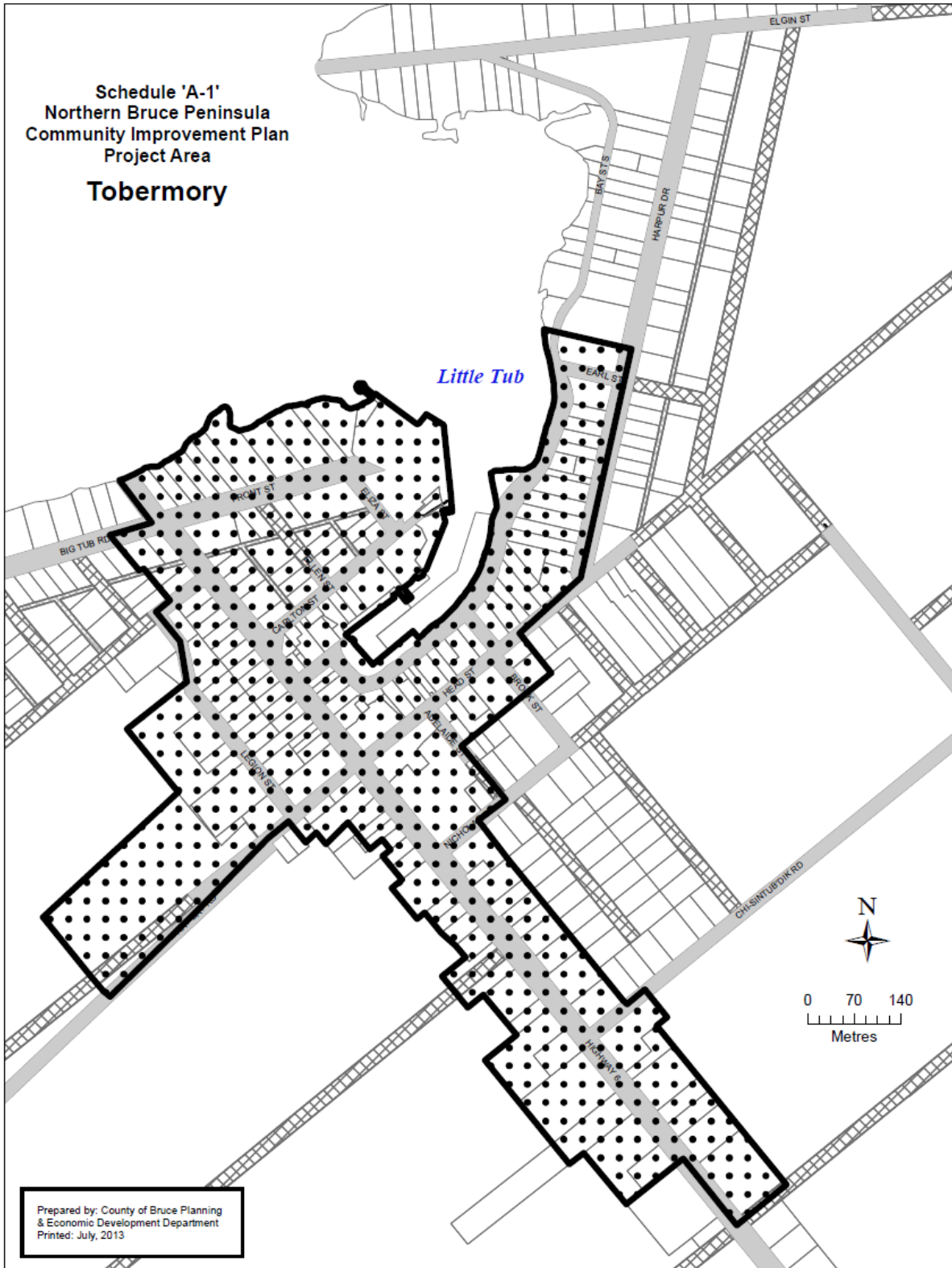
Schedule 'A-2'  
Northern Bruce Peninsula  
Community Improvement Plan  
Project Area

Lion's Head

*Georgian Bay*



Schedule 'A-1'  
Northern Bruce Peninsula  
Community Improvement Plan  
Project Area  
**Tobermory**



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