



TOWN OF THREE HILLS

POLICY # 950

RESIDENTIAL INFILL INCENTIVE PROGRAM

Adopted by Council on: April 8, 2024
Resolution No.: 074-20204

1. PURPOSE

- 1.1. The Three Hills Residential Infill Incentive Program is designed to incentivize the development and redevelopment of infill properties. The program will enhance, and benefit established neighborhoods and the community through revitalization and economic stimulus.
- 1.2. The program is comprised of a non-repayable grant to offset fees, and costs associated with redevelopment projects.

2. AUTHORITY

- 2.1. The authority for this policy is by resolution of the Council of the Town of Three Hills.
- 2.2. The Chief Administrative Officer (CAO) is accountable and responsible for the development, evaluation, and implementation of this policy.
- 2.3. The CAO is authorized to exercise appropriate managerial judgement to take such actions as may be necessary to achieve the intent of this policy.

3. DEFINITIONS

- 3.1. In this policy, unless the context otherwise requires:
 - 3.1.1. "Infill Property" means a property where one or more residential building(s) are permitted under the Land Use Bylaw and was constructed before 1985.
 - 3.1.2. "Project Completion" means the satisfactory completion of applicable development permit conditions to the satisfaction of the CAO or designate, and the closed safety codes permits for all disciplines.
 - 3.1.3. "Redevelopment" means the creation or replacement of a residential building(s) on a property.
 - 3.1.4. "Residential Building" means any development containing one or more dwelling unit(s) as defined in the Land Use Bylaw, including but not limited to secondary suite, detached dwelling, duplex, stacked rowhouse, apartment.
 - 3.1.5. "Safety Codes Permit" means a permit issued pursuant to the Safety Codes Act for building, fire, electrical, plumbing, or heating/gas works.

4. POLICY GUIDELINES

4.1. General

- 4.1.1. During the annual budget deliberations, Council will allocate funds for the program ensuring its continuity, if funds are available. The Town may end this program at any time for any reason.

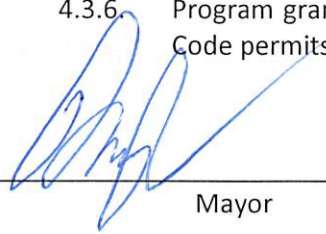
- 4.1.2. Program grants will be awarded to successful applicants only. In conjunction with a Development Permit application, the applicant will be advised of the program and process to receive grant funds upon completion of their project.
- 4.1.3. Applications will be received on the appropriate form with all eligible costs identified and an appropriate record of expenditure provided. Receipts must indicate the location for which work was conducted. Eligible costs must be incurred after April 1, 2024, and within six (6) months of all Safety Code permits being closed.
- 4.1.4. The Town, at their sole discretion, may refuse or limit any application if the applicant does not meet the eligible criteria identified in this Policy.
- 4.1.5. All expenses that are approved and paid through an insurance claim (for example a fire insurance claim) or a Provincial/Federal Grant are not eligible for reimbursement under this program.

4.2. Eligible Program Costs

- 4.2.1. Development and Safety Codes permit fees;
- 4.2.2. Installation or replacement of water and wastewater service connections, including excavation and water meter(s);
- 4.2.3. Repair or replacement of sidewalk or roadway asphalt resulting from service installation;

4.3. Conditions

- 4.3.1. Each infill property, as defined previously, is eligible to receive funds up to a maximum grant of \$5,000. Proof of payment of costs outside those required by the Town shall be provided upon project completion. Multiple grants will not be provided on the same property over the term of this program.
- 4.3.2. This grant program is not available to properties located within Sunrise Estates, Cherry Lane and Trentham Phase 2A (5A Avenue SE), and all future residential lot developments.
- 4.3.3. Payment will be made upon approval from Administration and receipt of invoices showing payment.
- 4.3.4. All work pertaining to the approved application must be completed by approved contractors and must be arranged with the Town prior to work commencing.
- 4.3.5. The property eligible for the grant must not have any outstanding arrears with the Town, including but not limited to taxes or utility charges.
- 4.3.6. Program grants will only be awarded to projects with approved Development and Safety Code permits.



 Mayor



 Chief Administrative Officer

Effective On:	April 8, 2024	074-2024
Review Date:	April 1, 2027	