



TOWN OF LEADER

Housing Incentive Policy

PURPOSE

The Town of Leader offers incentives for projects that address the housing needs in the community. In order to address the ongoing needs for quality, affordability, and availability of housing in Leader, the objectives of this Policy are:

1. To build upon provincial and federal housing incentives and offer additional incentives that meet the specific needs of Leader.
2. To encourage the construction of residential and multi-residential housing.
3. To accommodate and encourage housing for low and moderate-income households.
4. To encourage efficient use of existing infrastructure through the promotion of infill development.

DEFINITIONS

“Approved Project” means a housing development which has been approved by Administration, via application, for one or more of the incentives identified within this policy. An approved project may include more than one site in different locations of the town.

“Assessed Value” means the value of a property as determined by Saskatchewan Assessment Management Agency (SAMA).

“Duplex” means a building containing two dwelling units, either side-by-side or stacked one above the other, with each unit having its own separate entrance and living space.

“Good Standing” means properties and/or property owners which have no outstanding charges owing to the Town of Leader. This may include property taxes, permit/license fees, utilities, or other charges. The property must also have no outstanding orders or conditions of non-compliance, as deemed by a Building Official or Bylaw Enforcement Officer.

“Infill Housing” means any new dwelling unit that is constructed within an established area of Leader where development has previously existed.

“Residential Portion” means that portion of a housing development that provides direct physical services to residents, including rooms, housing units, common areas, and common facilities accessible by residents, but not including any office space or other facilities not directly required for the housing of household occupants.

“Secondary Suite” means a separate, self-contained living space within a single residential dwelling, which is secondary to the main dwelling. It has its own kitchen, bathroom, and living area, but is part of the same building as the primary dwelling. It also applies to Garden Suites as defined in the Town of Leader Zoning Bylaw.



“Used Homes” means a dwelling previously occupied at a location outside of the boundaries of the town which has been transported and placed on a residential lot in the Town of Leader.

GENERAL CRITERIA AND PROVISIONS

1. Requests for Town of Leader financial support must be made via application to the Administrator.
2. The Town of Leader will only offer financial incentives to projects located within town limits.
3. The property (i.e. land and buildings) shall pay full property taxes or an equivalent gran-in-lieu, unless abated or exempted under this or other programs, policies or legislation.
4. Construction must not commence prior to successful application under this program. Retroactive applications will not be considered.
5. Housing incentives provided under this policy shall cease if the building permit for the subject project expires.
6. The project must maintain the approved eligibility status and comply with the terms of this policy and any agreement entered into under this policy for the duration of the incentive period (5 years for both tax abatement and capital grants) or the Town may seek reimbursement of incentives by any means of legal recourse.
7. Incentives offered under this policy shall only apply to the residential portion of any project. Commercial and industrial developments will be considered under the Commercial/Industrial Tax Abatement Policy, as amended by Town Council from time to time.
8. Eligibility for incentive is contingent on the compliance of the property with all applicable bylaws and regulations.
9. Any requests that are outside of the scope of this policy shall be reviewed by Council and may be provided financial support to a greater degree than is stated in this policy.
10. Properties and/or property owners must remain in good standing throughout the duration of the incentive. Eligibility for incentive ceases if the property and/or property owner fail to remain in good standing.
11. An Agreement is required for all projects which have been approved for an incentive under this policy.



INCENTIVE OPTIONS

The Town of Leader offers incentives for residential housing projects that fall under one of the three categories:

- Single Residential Housing Incentive
- Multi-Unit Residential Housing Incentive
- Derelict/Vacant Property Incentive

Single Residential Housing Incentive: To encourage new residential infill housing in the Town of Leader. The tax abatement portion of the incentive package is for municipal property tax only and does not apply to the portion of property taxes levied for school taxes. If taxes aren't paid by December 31, the incentive for that year will be lost. Owners must apply in writing before construction begins. If the property is sold during the program period, the concession may transfer to the new owner. A maximum of three (3) Capital Grants will be granted per calendar year.

Eligible Projects:

- New builds
- Ready-to-move homes
- Secondary suites (modified incentive package)
- Used homes (subject to Council approval)

Ineligible Projects:

- Renovations or Additions
- New garages, decks, or other improvements.

Incentive Package:

- New water and sewer service lines from the mains to the property line;
- New asphalt paving within one year after the new utility service lines were installed;
- New sidewalk along the front of the property, if current sidewalk is below fair or has been removed during construction and line installation;
- A Capital Grant as detailed in this policy; and
- A tax abatement as detailed in this policy.

Modified Incentive Package:

- A Capital Grant as detailed in this policy; and
- A tax abatement as detailed in this policy.

Multi-Unit Residential Housing Incentive: To encourage new multi-residential housing in the Town of Leader. The tax abatement portion of the incentive package is for municipal property tax only and does not apply to the portion of property taxes levied for school taxes. If taxes aren't paid by December 31, the incentive for that year will be lost. Owners must apply in writing before construction begins. If the property is sold during the program period, the concession may transfer to the new owner. A maximum of one (1) Capital Grants will be granted per calendar year.

Eligible Projects:

- Duplexes
- Fourplexes
- Fiveplexes
- Other new multi-housing units (subject to Council approval)
- Single Residential Housing converted to duplex (Modified incentive package)

Ineligible Projects:

- Renovations or Additions to existing multi-unit housing
- The addition of rooms to an existing single residential dwelling

Incentive Package:

- New water and sewer service lines from the mains to the property line;
- New asphalt paving within one year after the new utility service lines were installed;
- New sidewalk along the front of the property, if current sidewalk is below fair or has been removed during construction and line installation;
- A Capital Grant as detailed in this policy; and
- A tax abatement as detailed in this policy.

Modified Incentive Package:

- A Capital Grant as detailed in this policy; and
- A tax abatement as detailed in this policy.

Derelict/Vacant Property Incentive: To encourage restoration or demolition of derelict and/or vacant residential houses in the Town of Leader. *This incentive package is still in the development stages.*

CAPITAL GRANT

1. The Capital Grant is a lump sum payment provided to the property owner upon substantial completion of the approved project. Eligible projects shall receive a grant of 1% of the Assessed Value of the property as determined by SAMA once they have completed their assessment after substantial completion.
2. Approved Projects falling under the Modified Incentive Package will receive a Capital Grant of 1% on 50% of the new Assessed Value of the property as determined by SAMA once they have completed their assessment after substantial completion.
3. Capital Grants shall be funded from the Housing Reserve Fund.
4. Capital Grants shall only be provided as the sufficiency of the Housing Reserve Fund allows.
5. Grant payments will not be made in whole or in part until projects are approved for occupancy by a Town appointed Building Official. Grant payments may be made in phases if some unit or phases in a multi-unit housing project are completed before other units.
6. The Capital Grant is paid to the individual(s) or corporation that own the property on the date that each dwelling project is approved for occupancy.

PROPERTY TAX ABATEMENT

1. A property tax abatement is to start January 1st of the year immediately following the substantial completion of the project and only applies to the municipal portion of property taxes. The tiered tax abatement is as follows:
 - Year 1: 100%
 - Year 2: 80%
 - Year 3: 60%
 - Year 4: 50%
 - Year 5: 50%
2. Approved Projects falling under the Modified Incentive Package will be receive a three-year tax abatement tiered as follows:
 - Year 1: 75%
 - Year 2: 50%
 - Year 3: 25%
3. The tax abatement ceases if the property/property owner fails to remain in good standing with the Town of Leader.



RESPONSIBILITIES

Administration:

1. Review applications for all housing incentives offered by the Town of Leader.
2. Approve or deny applications for housing incentives based on the project's adherence to this policy.
3. Facilitate the signing of a grant agreement with the owners of the property if necessary.
4. Generate awareness of this program to encourage innovative additions, enhancements, and preservation of the Town's housing stock.
5. Facilitate discussions with other public funding agencies to monitor and identify housing needs in the community.
6. Annually advise Council on the achievement of the objectives in this policy.
7. Manage the Housing Reserve Fund and work with Council to ensure its long-term sustainability.

Town Council:

1. Review requests which are at the discretion of Town Council according to this policy, or which do not meet the criteria or are outside the scope of this policy and determine the appropriate level of incentive, if any.
2. Ensure that the Housing Reserve Fund is replenished annually and managed to support the long-term sustainability of this policy.

POLICIES REPLACED

This Policy replaces and supersedes any prior policy.

REVISION HISTORY