



## Special Committee of the Whole Agenda

Tuesday, December 1, 2020

6:00 p.m.

Virtual Zoom Meeting

Pages

1. CALL TO ORDER

2. APPROVAL OF AGENDA

**Suggested Motion:**

THAT the agenda be accepted as presented.

3. DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

4. CLOSED SESSION - PART 1

**Suggested Motion:**

THAT the Committee move into closed session at \_\_\_\_\_ p.m. to discuss a matter subject to the Municipal Act, 2001 S.O. Section 239 Section (3.1) Educational or Training Session for members of Council; and

THAT Diane Smithson, CAO, Stacey Blair, Clerk, Trisa McConkey, Treasurer, Andrew Grunda, Consultant and Emma Blanchard, Solicitor BLG, be permitted to participate in the meeting.

- a. Development Charges Background Study - Educational Session

5. RISE AND REPORT - PART 1

6. BUSINESS

- a. Development Charges Background Study - Updated Findings

Andrew Grunda, Consultant, Watson & Associates Economists Ltd.

**Suggested Motion:**

THAT Council direct staff to post the Development Charges Background Study and draft By-law on the Town's website in accordance with the

provisions of the Development Charges Act.

**7. CLOSED SESSION - PART 2**

**Suggested Motion:**

THAT the Committee move into closed session at \_\_\_\_\_ p.m. to discuss matters subject to the Municipal Act, 2001 S.O. Section 239 Section (2):

- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and

THAT Diane Smithson, CAO, Stacey Blair, Clerk, be permitted to participate in the meeting.

- a. Staffing Matter
- b. Council/Employee Relations

**8. RISE AND REPORT - PART 2**

**9. ADJOURNMENT**

**Suggested Motion:**

THAT the meeting be adjourned at \_\_\_\_\_ p.m.



# Town of Carleton Place Development Charges Background Study

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Updated Findings Council Meeting

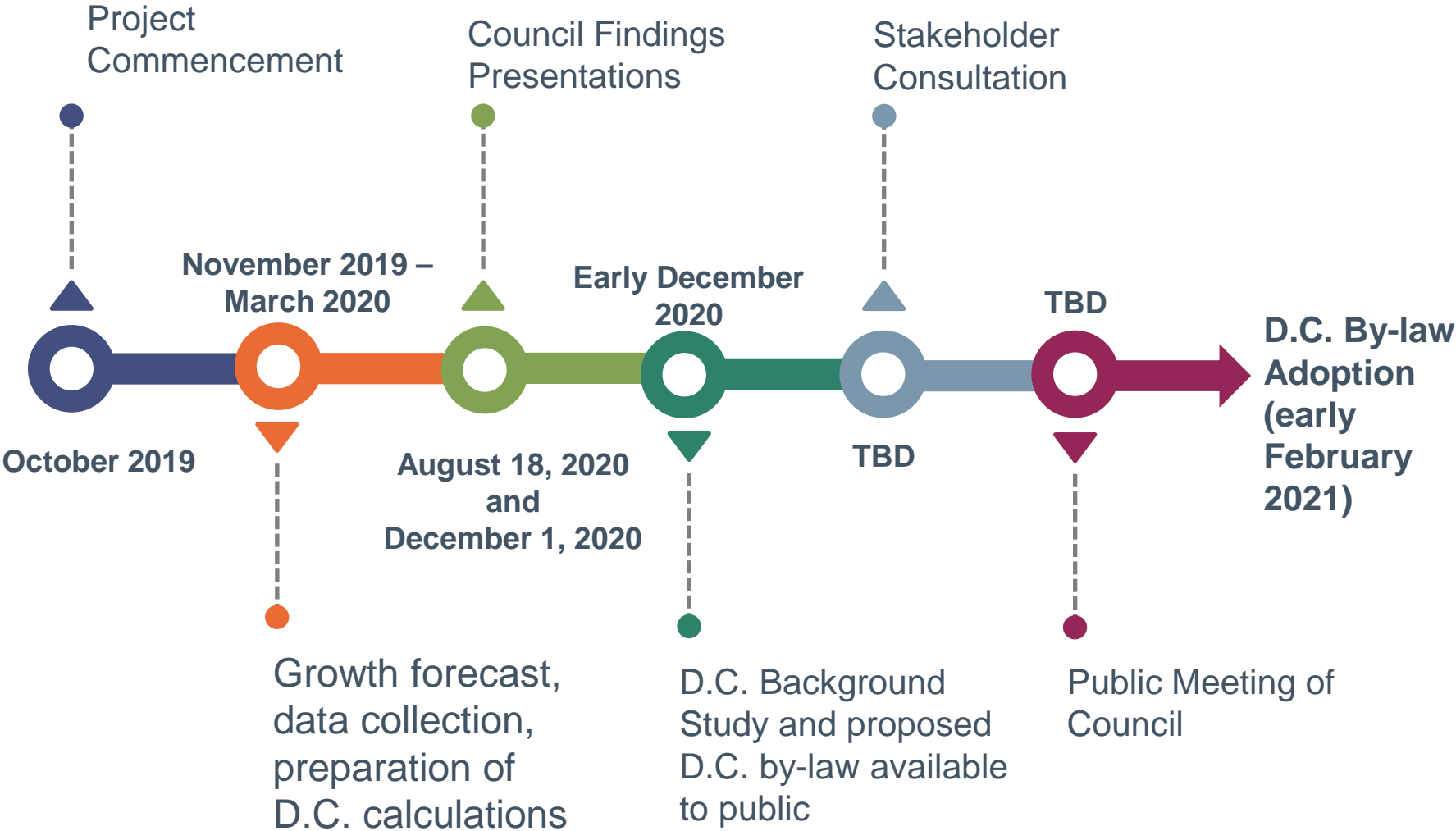
December 1, 2020

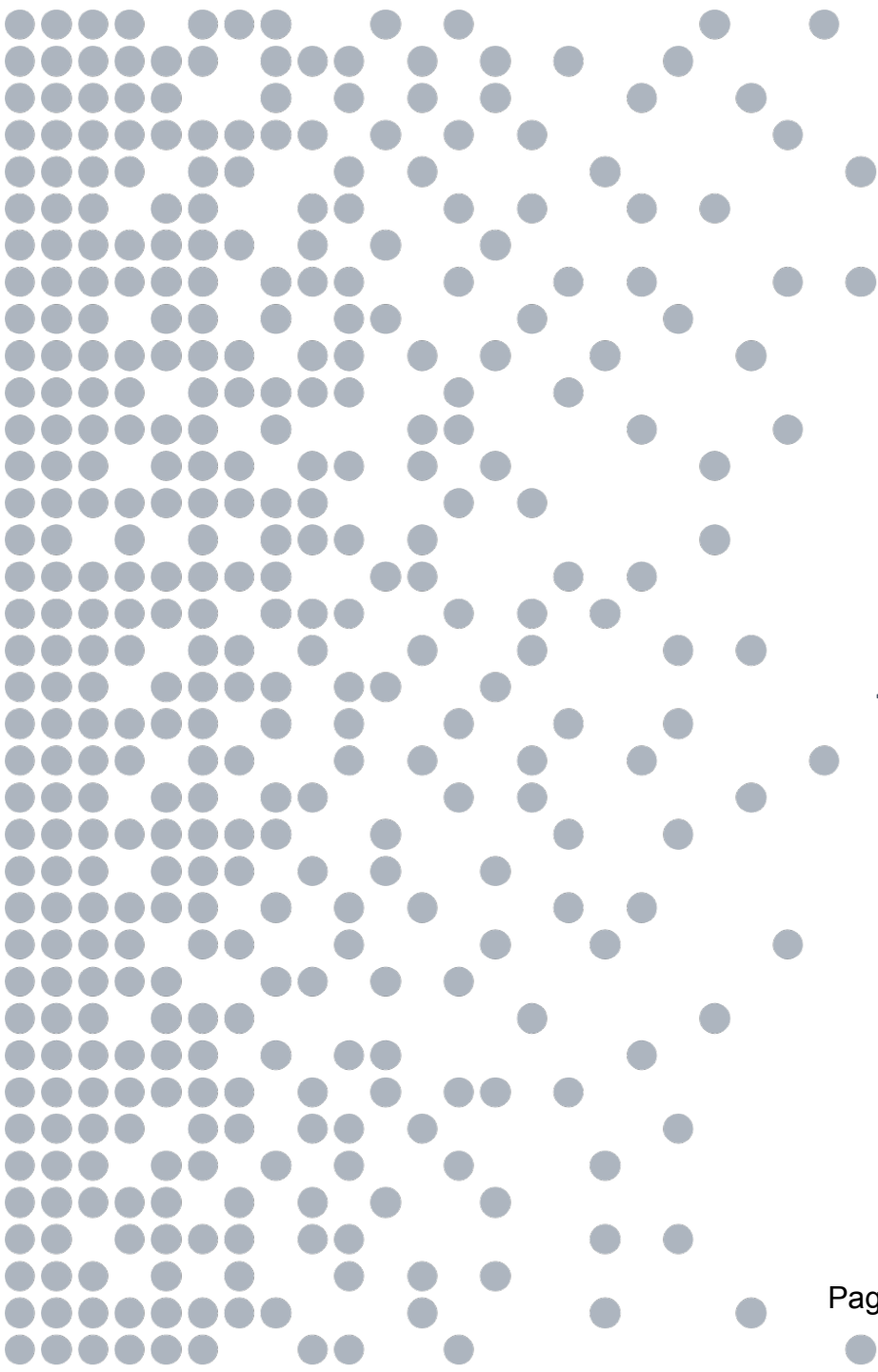


# Development Charges

- Purpose of development charges (D.C.) is to recover the capital costs associated with residential and non-residential growth within the municipality
- The capital costs are in addition to what costs would normally be constructed as part of a subdivision (i.e. internal roads, watermains, roads, sidewalks, streetlights, etc.)
- Municipalities are empowered to impose these charges via the *Development Charges Act (D.C.A.)*
- Presentation is provided to update Council on the revised D.C. Background Study findings

# Study Process





# D.C. Background Study Preliminary Findings

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# D.C. Background Study

## Growth Forecast Projections



Time Horizon	Residential		Non-residential	
	Population <sup>A</sup>	Housing Units <sup>B</sup>	Employment (excl. WAH & NFPOW)	G.F.A. (sq. ft.)
Early 2020	12,088	5,274	4,122	
Early 2030	17,625	8,110	5,627	
Mid 2038	20,964	9,849	6,411	
Urban Buildout	23,641	1,340	6,961	
<b>Incremental Change</b>				
Early 2020 – Early 2030	5,537	2,836	1,505	1,005,600
Early 2020 – Mid 2038	8,876	4,575	2,289	1,505,900
Early 2020 – Urban Buildout	11,553	6,066	2,839	1,848,200

A: Excluding Census Undercount

B: Including Equivalent Institutional Households

# Revisions to August 18, 2020 D.C. Findings Presentation

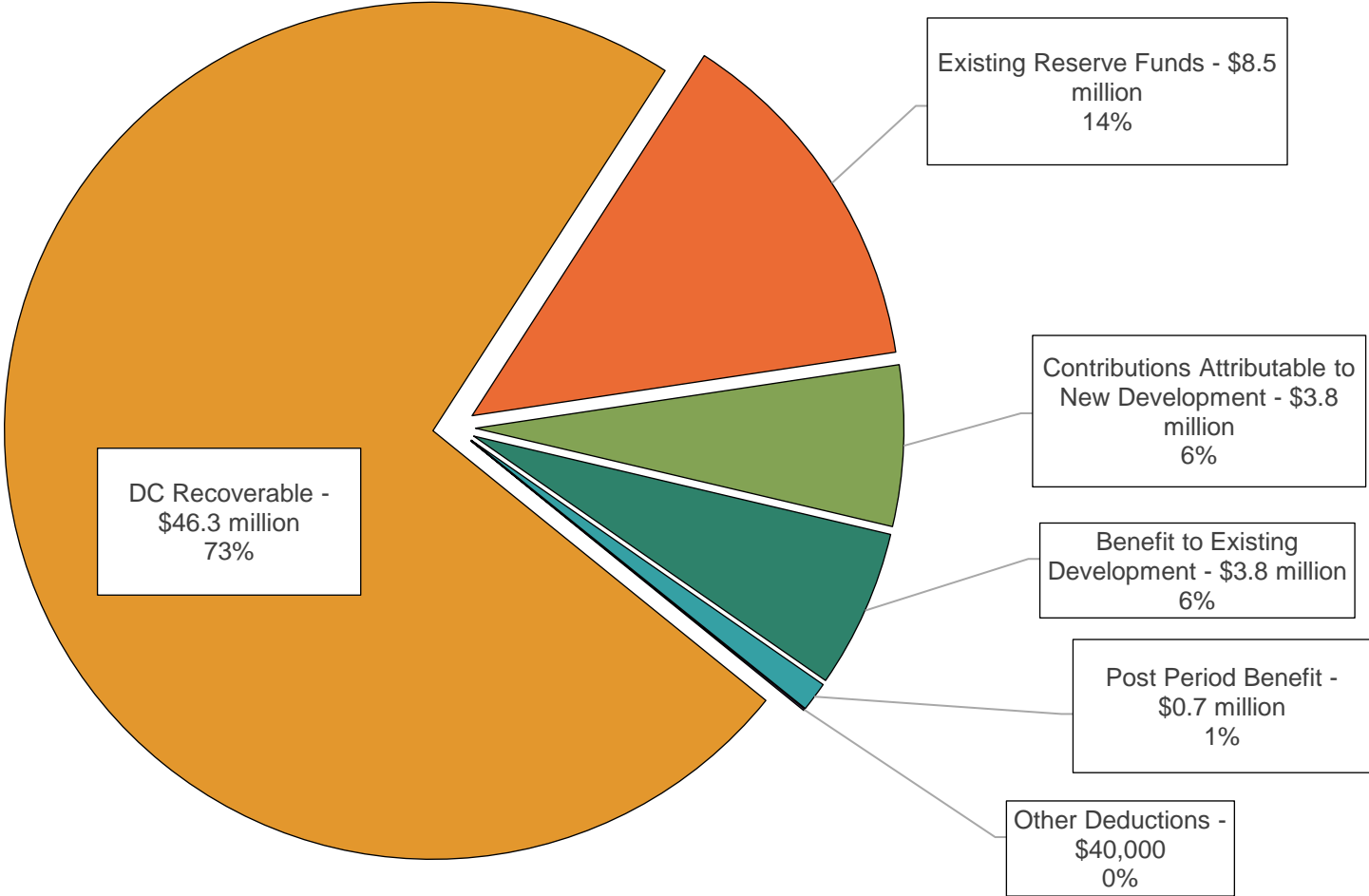


- Revisions to capital needs forecasts
  - Updated cost estimates for Roads and Related Services, Fire Services, Parks and Recreation Services and Administration Studies based on discussion with Town staff
  - Removal of 10% statutory deduction for soft services resulting from amendments to the Development Charges Act
  - Inclusion of cashflow costs of borrowing in the calculation of the charge



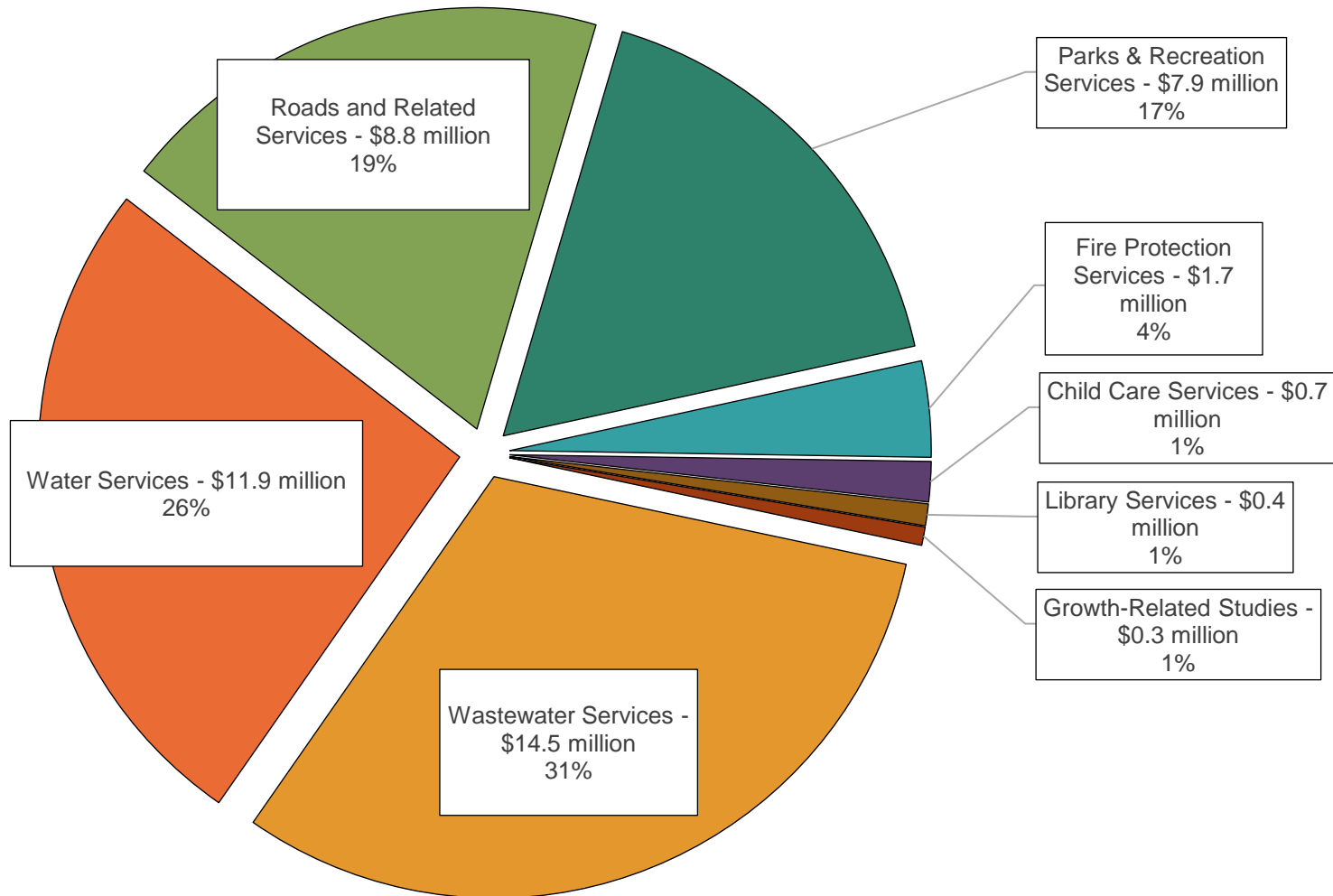
# Increase in Need for Service

## 2020-System Buildout Gross Capital Costs – \$63.2 million



# Net D.C. Recoverable Capital Costs by Service

2020-System Buildout - \$46.3 million



# Draft Calculated Schedule of Development Charges

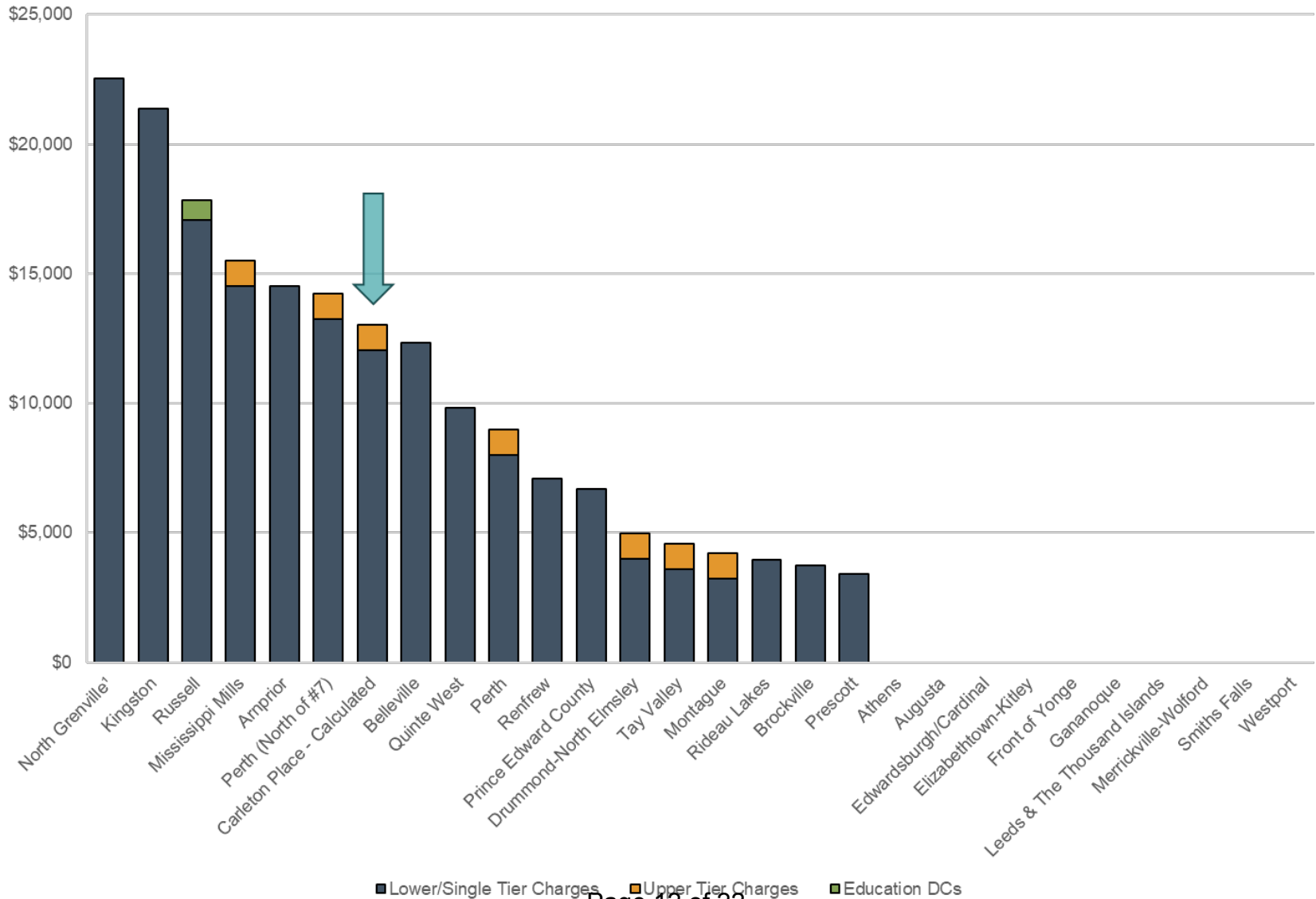


Service/Class	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Special Care/Special Dwelling Units	(per sq.m. of Gross Floor Area)
<b>Municipal Wide Services/Classes:</b>						
Roads and Related Services	1,931	1,201	1,132	1,791	818	13.72
Fire Protection Services	579	360	340	537	245	3.85
Parks & Recreation Services	3,262	2,029	1,913	3,026	1,382	4.29
Library Services	157	98	92	146	66	0.21
Child Care Services	325	202	191	301	138	0.00
Growth-Related Studies	113	70	66	105	48	0.75
<b>Total Municipal Wide Services/Classes</b>	<b>6,367</b>	<b>3,960</b>	<b>3,734</b>	<b>5,906</b>	<b>2,697</b>	<b>22.82</b>
<b>Urban Services</b>						
Wastewater Services	3,098	1,927	1,817	2,874	1,312	20.80
Water Services	2,585	1,608	1,516	2,398	1,095	18.51
<b>Total Urban Services/Classes</b>	<b>5,683</b>	<b>3,535</b>	<b>3,333</b>	<b>5,272</b>	<b>2,407</b>	<b>39.31</b>
<b>TOTAL UN-SERVICED URBAN AREA</b>	<b>6,367</b>	<b>3,960</b>	<b>3,734</b>	<b>5,906</b>	<b>2,697</b>	<b>22.82</b>
<b>TOTAL URBAN SERVICED AREA</b>	<b>12,050</b>	<b>7,495</b>	<b>7,067</b>	<b>11,178</b>	<b>5,104</b>	<b>62.13</b>

# Municipal Development Charge Comparison



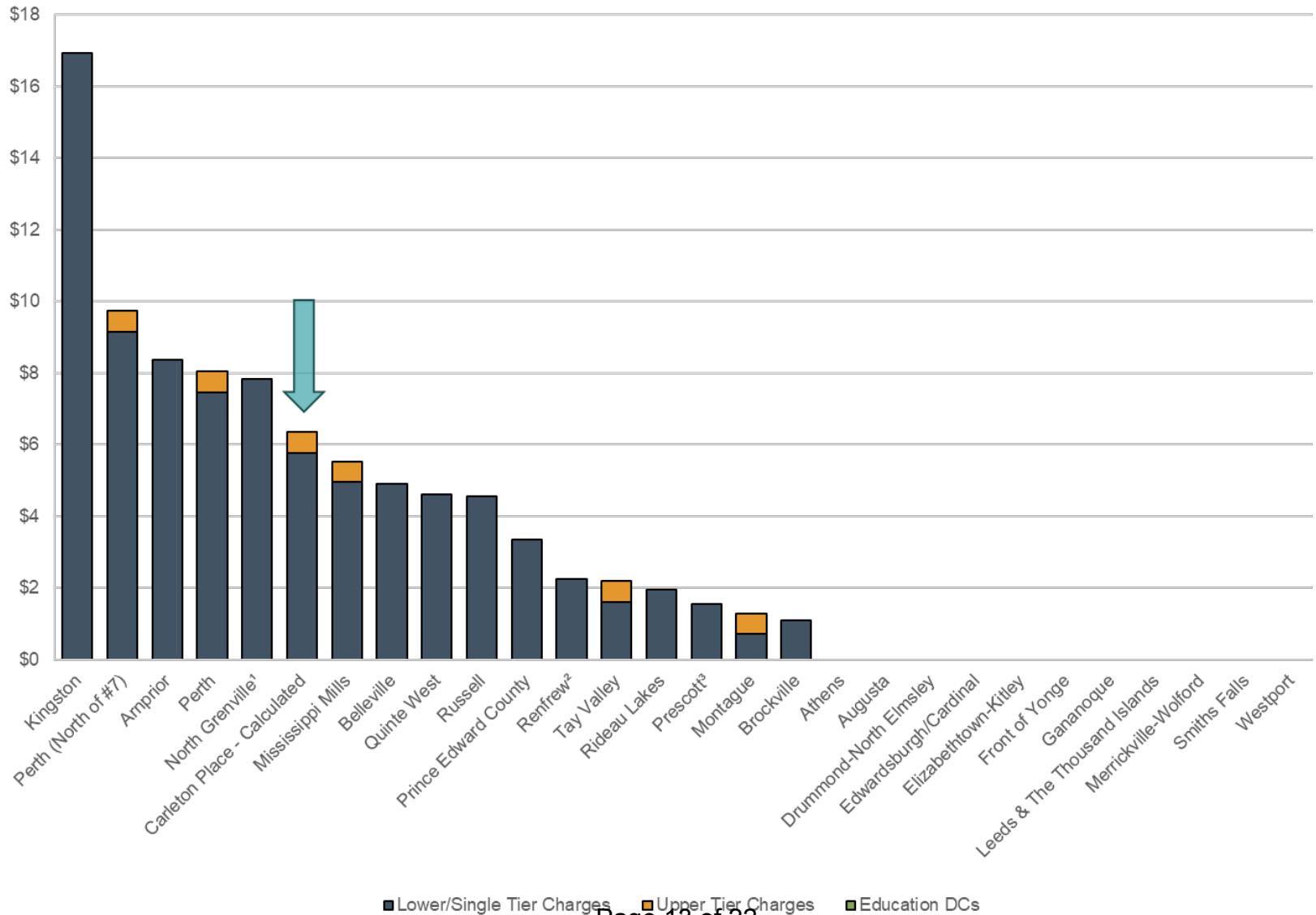
Residential Development Charges (per Fully Serviced Single Detached Dwelling)



# Municipal Development Charge Comparison



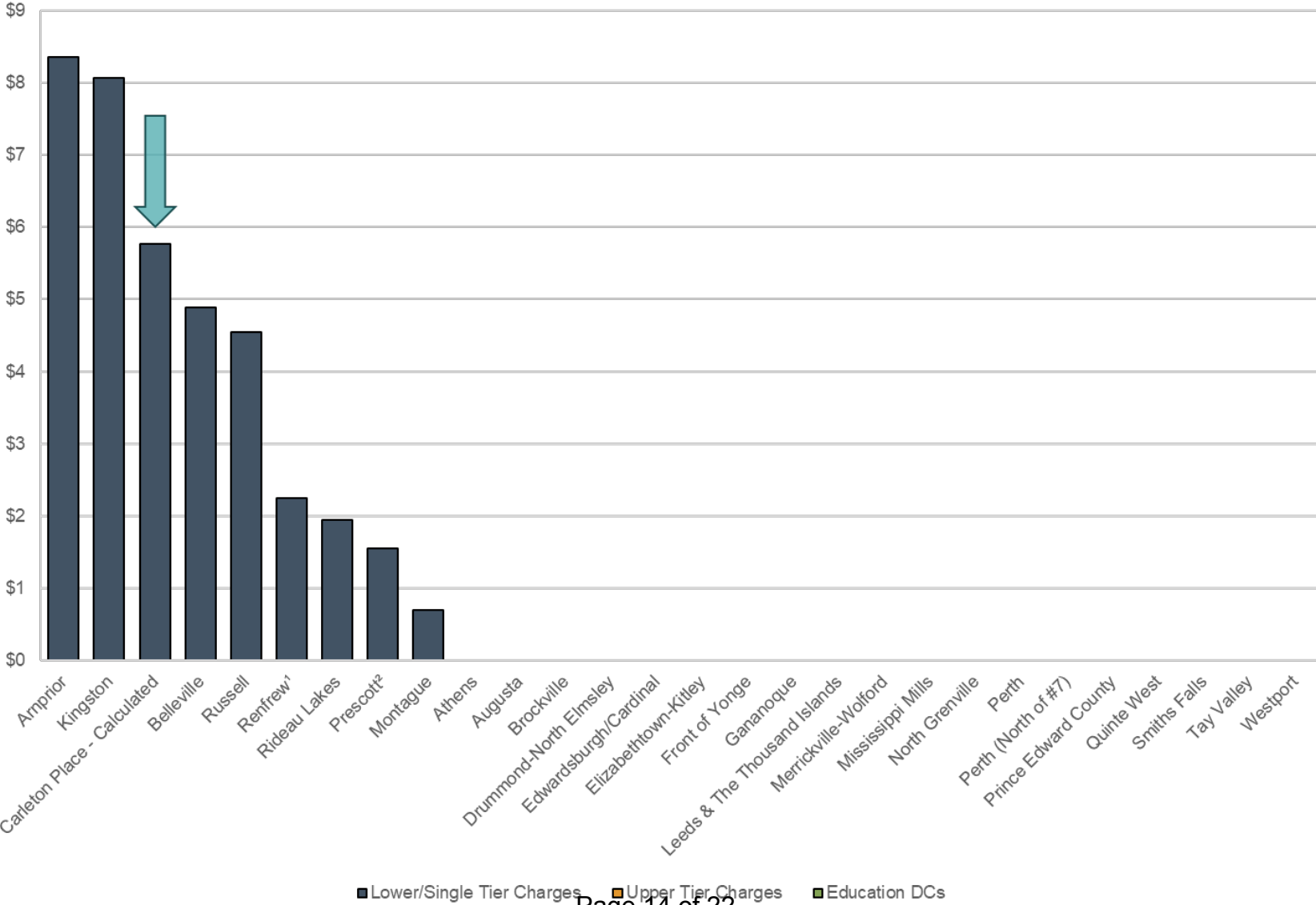
Commercial Development Charges (per sq.ft. of GFA)



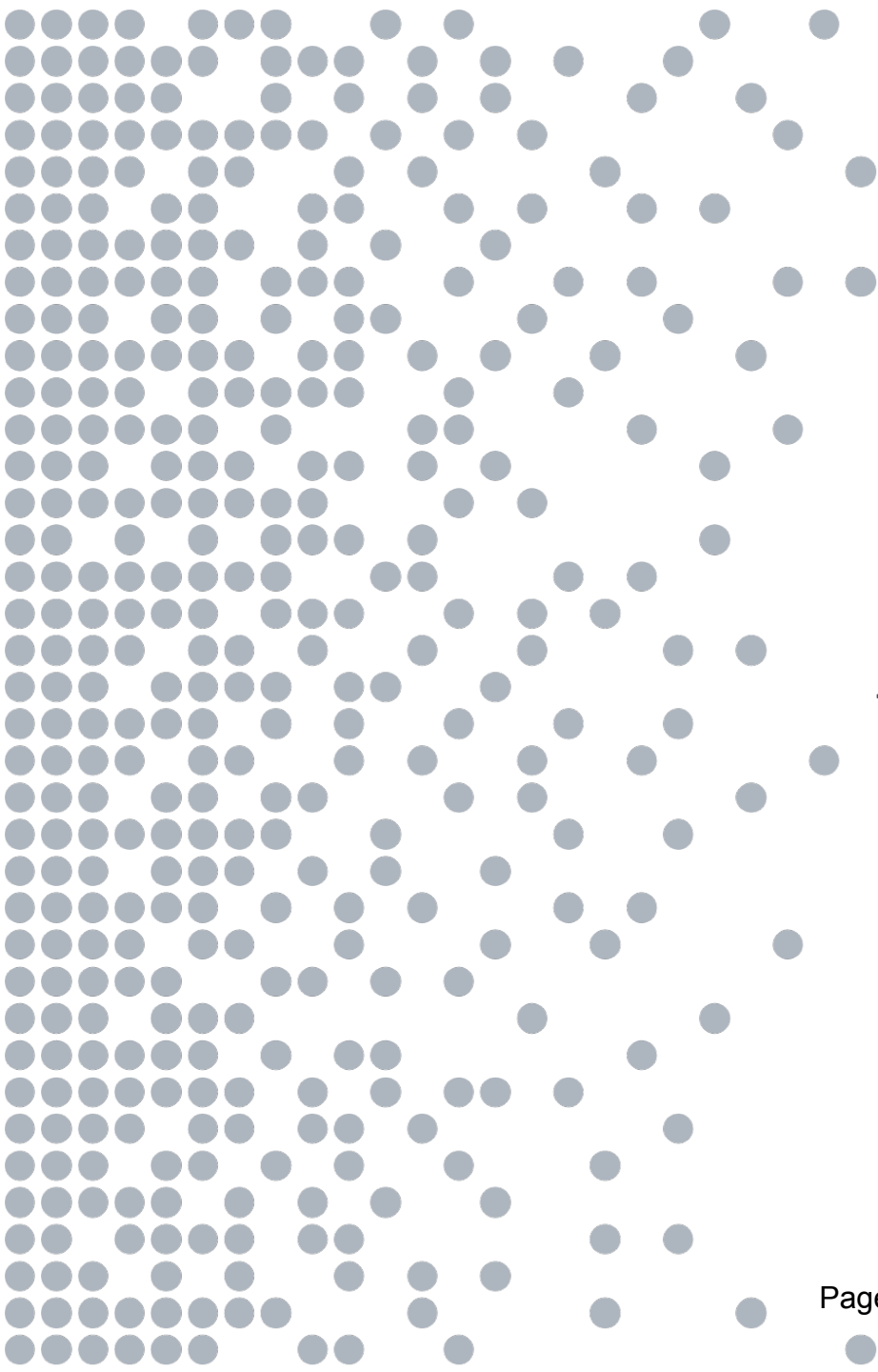
# Municipal Development Charge Comparison



Industrial Development Charges (per sq.ft. of GFA)



■ Lower/Single Tier Charges ■ Upper Tier Charges ■ Education DCs



# Development Charge By-Law Policies

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# D.C. By-Law Policies

## Imposition of the Charge and Timing of Collection

- D.C.s shall be calculated and payable at the time of building permit issuance
  - Town may enter into agreement for the D.C. to be paid before or after it would otherwise be payable
- D.C. Installment Payments
  - Rental housing and institutional developments would pay D.C.s in 6 equal annual payments, commencing from the date of occupancy
  - Non-profit housing would pay D.C.s in 21 equal annual payments, commencing from the date of occupancy
- Town to impose interest on installment payments at Bank of Canada Prime Rate plus 2%





# D.C. By-Law Policies

## Statutory D.C. Exemptions

- The D.C.A. provides mandatory exemptions for:
  - Industrial building expansions (may expand by 50% with no D.C.)
  - Residential intensification:
    - May add up to two apartments for a single detached home as long as size of home doesn't double
    - Add one additional unit in medium & high density buildings
  - Upper/Lower Tier Governments and School Boards



# D.C. By-Law Policies

## Non-Statutory D.C. Exemptions

- The Town's current D.C. By-law provides for the following non-statutory exemptions:
  - Industrial and Institutional development; and
  - Residential units less than 60 units per hectare located in the Downtown District or on a Strategic Property, as defined in the Official Plan
- Town to consider non-statutory exemptions for affordable housing and brownfield developments



## D.C. By-Law Policies

### Redevelopment Credits

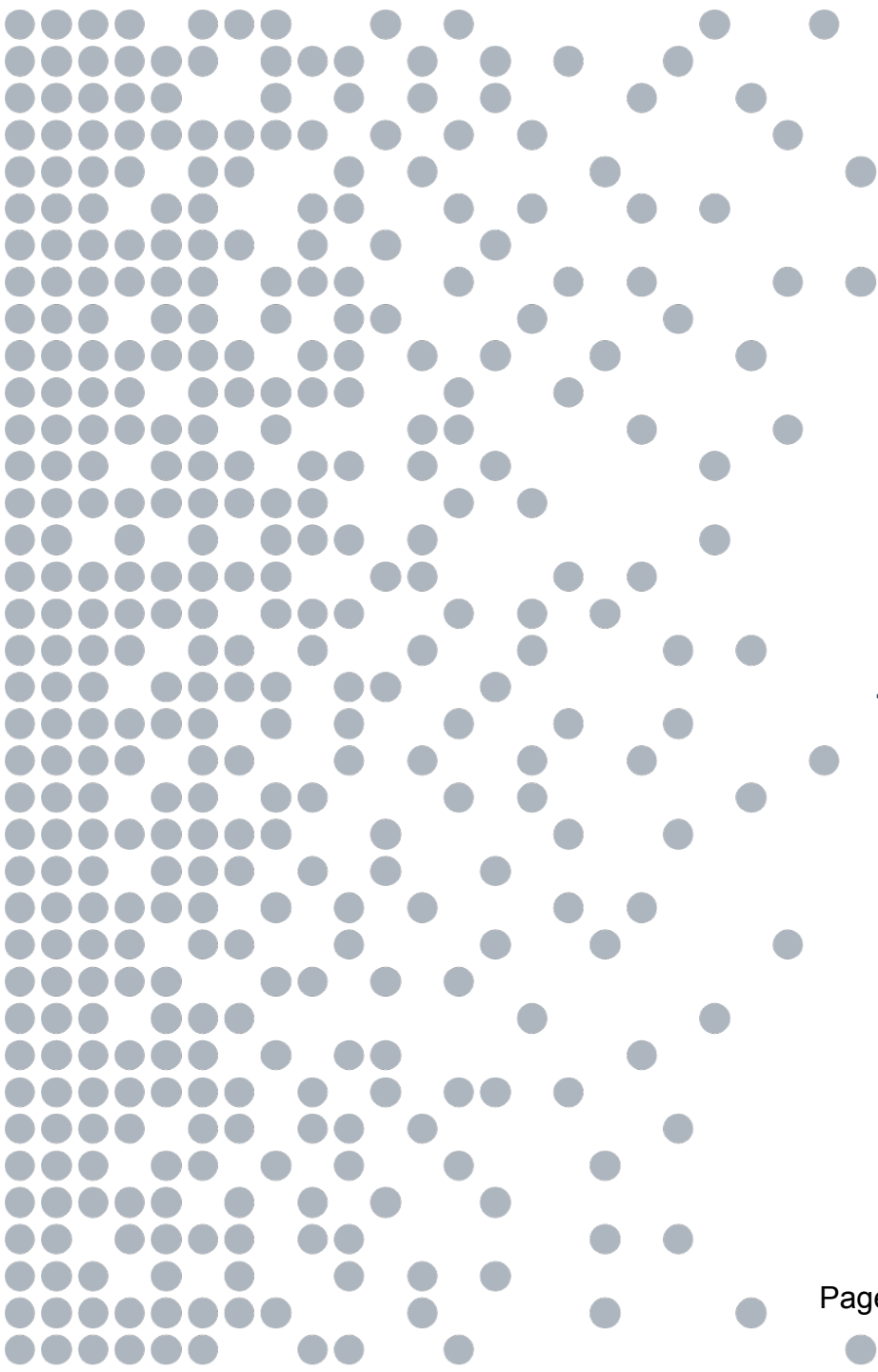
- Redevelopment credits on conversions or demolitions of existing buildings or structures are generally granted to recognize what is being replaced on site (not specific in the Act but provided by case law)
- Town's D.C. by-law provides for redevelopment credits where building permit issuance occurs within five (5) years of demolition/conversion
- No credit is provided in excess of the development charge payable



# D.C. By-Law Policies

## D.C. Indexing

- D.C.A. allows for adjustment of charges to reflect underlying cost increases and reduces municipal cash flow impact between statutory by-law reviews
- The Town's current D.C. By-law provides for mandatory indexing of the charges annually on the 1<sup>st</sup> of January, based on the last quarter index of the prior year



## Next Steps

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## Next Steps



- Receive input from Council on the draft findings prior to release of the D.C. Background Study
- Release D.C. Background Study and Draft D.C. By-law
- Undertake the statutory Public Meeting
- Council to consider passage of the D.C. by-law – at least 60 days after release of D.C. Background Study