

# Greater Sudbury Community Improvement Plan



2025  
Application  
Form





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# Greater Sudbury Community Improvement Plan

## Applicant Information

### 1.1 Introduction

Applicant Name\*:

First Name

Surname

Name of Property Owner\*:

(if different from applicant)

First Name

Surname

Applicant's Mailing Address:

Applicant Daytime Telephone:

Applicant Cell:

Applicant Email:

\*If Corporation or Partnership, include Articles of Incorporation or Partnership Agreement (if applicable) and current Officers/Directors. Also include name of Registered Shareholders/Partners (Shareholder Registry)

## Property Information

Municipal Address:

Common Name:

(e.g. business or building name)





# Financial Programs

The following financial incentive programs are available:

1. Tax Increment Equivalent Grant Programs
  - a. Standard
  - b. Affordable Housing
  - c. Brownfields
  - d. Superstack
  - e. Corridors
  - f. Parking Structure
2. Façade Improvement Grant Program
3. Housing Accelerator Program
  - a. Planning Fee Rebate Program
  - b. Building Permit Fee Rebate Program
4. Professional Study Grant Program
5. Brownfield Tax Assistance Program
6. Not-for-Profit Additional Dwelling Unit Program, and
7. Land Banking Program

Please note that:

- Properties must be within the CIP boundary at the time of application. Ineligible properties will not be brought forward for Council's consideration.
- The City will not accept applications from same applicant for same program and property, unless five years has elapsed since the last grant payment associated with the program for said property. This time frame is retroactive and includes any other CIP in effect within a five-year period.
- Additional materials or descriptions may be appended to this application form if sufficient space is not available.

## Project Description

Describe the current physical condition and use of the property. Include details such as building height, façade condition, type of business conducted, clientele served, and duration of business operations.

Please describe, in detail, how the property will be improved (e.g., how will the existing building be improved to allow it to accommodate new commercial, office or residential uses, how will the existing building façade be improved, etc.).

Please describe when the proposed improvements are expected to start and when the proposed improvements are expected to be complete.

Please note that works commenced prior to submitting an application are ineligible. Works commenced after submitting an application but prior to application approval do so at the applicant's risk.

Please describe the benefits that the proposed improvements will have on the property, the business and Community Improvement Project Area (e.g. improve the visual appearance of the building, additional residential units, provide affordable housing units, improve business image, create new jobs, etc.).





# Tax Increment Equivalent Grant Program

The City provides grants equivalent to the incremental increase in municipal property tax assessment and revenue resulting from property improvements such as, but not limited to, new construction.

Please indicate under which Tax Increment Equivalent Grant (TIEG) Program you are applying:

Standard TIEG (for development/redevelopment in Schedule A)

Affordable Housing TIEG (for proposals located in Schedule B)

Brownfields TIEG (for proposals located in Schedule B)

Superstack TIEG (includes Standard, Brownfield and/or Affordable Housing)

Corridors TIEG (for residential development located in Schedule C)

Parking Structure TIEG (to establish a parking structure in Downtown Sudbury)

Please provide the assessed property values and municipal tax rates before and after the proposed improvements. These figures will be used to calculate the potential grant amount.

Pre-project assessed value (A): \_\_\_\_\_

Post-project assessed value (B): \_\_\_\_\_

Pre-project tax rate – municipal portion (C): \_\_\_\_\_

Post-project tax rate – municipal portion (D): \_\_\_\_\_

Pre-project annual taxes ( $E = A \times C$ ): \_\_\_\_\_

Post-project annual taxes ( $F = B \times D$ ): \_\_\_\_\_

Tax Increment Value ( $F - E$ ): \_\_\_\_\_

Note: TIEG Program applications must be accompanied by:

Cost to Construct Budget prepared by an architect/engineer and addressed to the City of Greater Sudbury and dated within 6 months of the date of application;

Photos in the required format depicting the current condition of the eligible property;

Plans and other information in the required format necessary to understand the proposed development concept for the eligible property;

For the Superstack TIEG, additional information requirements for either the Brownfields and/or Affordable Housing proposals, as applicable, and,

Plans, reports, estimates and contracts and other details as may be required to satisfy the City with respect to the eligible costs and conformity of the proposed improvement with the applicable Community Improvement Plan(s).

Note: Applications to the Parking Structure TIEG will be subject to an evaluation in two phases. See Program description in the CIP for more details.



## Façade Improvement Grant - Standard

The City offers a grant of 50 per cent of the cost to improve a building's main facade, to a maximum of \$20,000.

Attach two independent cost estimates from qualified contractors or consultants. These must reflect the scope of work described in the Project Description.

Funding will be based on the lowest bid. If you change contractors after submission, notify Planning Services and submit updated estimates for approval.

Preferred Contractor/Consultant Name: \_\_\_\_\_

Price Quoted: \_\_\_\_\_

Second Contractor/Consultant Name: \_\_\_\_\_

Price Quoted: \_\_\_\_\_

## Façade Improvement Grant – Heritage Properties

The City offers a grant of 50 per cent of the cost to improve a heritage property's facade, to a maximum of \$30,000. Applicants are required to demonstrate how the proposed alterations conserve heritage attributes. Applicants are encouraged to apply to the Professional Study Grant Program to help offset any costs associated with a heritage impact assessment and/or a heritage architect.

Attach two independent cost estimates from qualified contractors or consultants. These must reflect the scope of work described in the Project Description.

Funding will be based on the lowest bid. If you change contractors after submission, notify Planning Services and submit updated estimates for approval.

Preferred Contractor/Consultant Name: \_\_\_\_\_

Price Quoted: \_\_\_\_\_

Second Contractor/Consultant Name: \_\_\_\_\_

Price Quoted: \_\_\_\_\_

Please fill out the Façade Improvement Evaluation Criteria found in Appendix A.

Please note that any funding shall be based on the lowest bid.

Eligible costs shall include materials, equipment and contracted labour to complete the proposed improvements. Labour provided by the owner/tenant/applicant is not an eligible cost.

Façade Improvement Grant Program applications must be accompanied by a photo(s) that clearly depict the existing condition of the façade(s) that is (are) proposed to be improved.



Façade Improvement Grant Program applications must be accompanied by a schematic elevation view with sufficient information to understand the proposed façade improvements and anticipated visual outcome of the improvements.

Signage improvements will only be considered as part of a comprehensive façade improvement project. The total amount of funding allocated to the signage component of a comprehensive façade improvement project will be limited to \$3,000.

## Housing Accelerator Program

The purpose of this program is to encourage residential development in the strategic growth areas (Schedule A), or as part of an affordable housing or brownfield development/redevelopment proposal (Schedule B). Planning Fee Rebates and Building Permit Fee Rebates can be obtained under this program only.

A minimum of 3 net new dwelling units are required to be eligible for this program.

This Program will cease on December 29, 2028, unless an extension is provided by City Council via resolution. Such an extension shall not require an amendment to this Plan.

A grant of \$20 per sq foot of newly-created, or newly-habitable residential space, or \$20,000 per dwelling unit, whichever is lesser, is available. Payment will be made only upon the occupancy permit being issued. The maximum amount of incentive provided under the program to any approved eligible property will not exceed \$200,000.

Notwithstanding the above, the City may receive applications that exceed the maximum program amounts for this Housing Accelerator program only. Such applications must include a minimum of 10 dwelling units. The funds provided the City shall not exceed 50 per cent of the cost to construct budget prepared by a qualified professional and submitted as part of the application. In evaluating these requests, the City will consider its housing targets outlined in the Housing Supply Strategy.

Further to Planning Committee Resolution PL2025-144/CC2025-239, funds provided by the City for all future applications under the Housing Accelerator Program shall not exceed 50 per cent of the cost to construct budget prepared by a qualified professional and submitted as part of the application.

For Affordable Housing projects greater than 10 dwelling units, 30 per cent of the dwelling units must qualify as 'affordable' in order to be eligible. This percentage may be reduced to meet the percentage used in concurrent Federal or Provincial applications for affordable housing developments.

Please indicate the number of newly-created units, the newly-created habitable space, and the total grant request:

Number of new dwelling units: \_\_\_\_\_

Sq. footage per dwelling unit: \_\_\_\_\_

Total newly habitable residential space (sq ft): \_\_\_\_\_

Total Grant Request\*: \_\_\_\_\_

\*All applicants must submit a cost to construct budget. If the grant request is greater than \$20/sq.ft, or greater than \$200,000 per property, applicants must also submit a description of how the proposal helps meet the City's housing supply targets.

### Planning and Building Permit Fee Rebate Program

The City may rebate fees for Planning Act and Ontario Building Code applications associated with the Housing Accelerator Program only. These applications include: Zoning By-law Amendments; Minor Variances; Site Plan Control; Subdivisions; Consents; Demolition Permits; and, Building Permits.



Please indicate the type of Planning Act and Ontario Building Code applications that will be applied for in connection with the proposal:

Application Type:	Amount (\$)
Zoning By-Law Amendment:	<hr/>
Minor Variance:	<hr/>
Site Plan Control:	<hr/>
Plan of Subdivision:	<hr/>
Plan of Condominium:	<hr/>
Consent:	<hr/>
Building Permit:	<hr/>
Demolition Permit:	<hr/>

Please indicate the estimated amount of incentive being applied for:

Estimated Amount (\$):	<hr/>
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## Professional Study Grant Program

The intent of this program is to stimulate private sector investigation of the potential adaptive re-use or redevelopment of buildings or vacant land within the project area. Financial assistance for feasibility studies, building renovation design, cultural heritage evaluations, heritage impact assessments and the hiring of heritage architects, and business plans will be provided through this program.

1. A grant up to a maximum of \$7,500 can be applied for properties located in Schedule A;
2. For property located in Schedule B, only those proposals that relate to conserving protected heritage property or affordable housing are eligible.
3. In the case of an evaluation for a Phase II Environmental Site Assessment, a grant up to a maximum of \$15,000, or 50 per cent of the actual costs, whichever is lesser, can be applied for. To be eligible, the property must be located in Schedule A;
4. Fifty (50 per cent) of the grant approved under this program will be provided to the applicant following submission of the final completed study with the original invoice indicating that the study consultant's have been paid in full. The remaining 50 per cent will be paid to the applicant upon the building being available for occupancy;
5. One copy of the study will be provided to the City for its retention. The applicants agree to provide the City with permission to share the findings with any other subsequent project proponents and/or related government agencies.

Please indicated the type(s) of study and estimated amount of incentive being applied for:

Studies:	<hr/>
Estimated Amount (\$):	<hr/>



## Brownfield Development and Redevelopment

Brownfield sites are defined by the 2024 Provincial Planning Statement as “undeveloped or previously developed properties that may be contaminated. They are usually, but not exclusively, former industrial or commercial properties that may be underutilized, derelict or vacant.”

**Brownfield Development and Redevelopment Proposals may be eligible for the following financial incentive programs:**

- Tax Increment Equivalent Grant Program
- Housing Accelerator Program
- Professional Study Program (for lands located in Schedule A only)
- Brownfield Tax Assistance Program

**Additional Requirements for Applying to Brownfield Development and Redevelopment Proposals**

In addition to the general requirements applying to all CIP programs, the following applies to brownfield development and redevelopment proposals. To be eligible, the property must:

- be located in a community improvement project area (Schedules A, B, or C),
- be the subject of a residential or mixed-use proposal, and,
- have a Phase II Environmental Site Assessment prepared by a Qualified Person that demonstrates that the property does not meet the standards that must be met under subparagraph 4(i) of Section 168.4(1) of the Environmental Protection Act to permit a Record of Site Condition to be filed under that subsection in the Environmental Site Registry.

## Brownfield Tax Assistance Program

The purpose of the Brownfield Tax Assistance Program is to encourage the remediation, reuse and redevelopment of eligible properties by cancelling all or a portion of property taxes during a defined assistance period. The Tax Assistance Program includes the municipal portion of the property tax and may include the provincial portion of the property tax.

**Please indicate the portion of the property tax included in this application.**

Municipal portion: \_\_\_\_\_

Provincial portion: \_\_\_\_\_

Both portions: \_\_\_\_\_

**Please indicate the estimated rehabilitation and development periods:**

Estimated rehabilitation period (months): \_\_\_\_\_

Estimated development period (months): \_\_\_\_\_



Please indicate the estimated amount of incentive being applied for:

Estimated amount (\$): \_\_\_\_\_

**Note: Brownfield Tax Assistance Program applications must be accompanied by:**

- Photos in the required format depicting the current condition of the eligible property; and,
- Plans and other information in the required format necessary to understand the proposed development concept for the eligible property
- Written confirmation from the owner of the eligible property and the owner's Qualified Person that the eligible costs exceed the estimated tax assistance, together with a preliminary estimate of eligible costs, when known.

## Affordable Housing

The City of Greater Sudbury aims to ensure that all current and future residents have access to the housing options that meet their needs at all stages of life, and that are attainable at all income levels. Greater Sudbury has developed a suite of programs to target varying levels of affordability.

Average Market Rent (AMR) for each unit type (Bachelor, 1-Bedroom, 2-Bedroom, 3-Bedroom+) is calculated each year by the Canada Mortgage and Housing Corporation (CMHC) through a rental market survey of the City to determine the average price private landlords charge for rents. Prior to submitting an application, applicants are encouraged to consult with City staff to determine the current AMR applicable to their housing project.

Dwelling units rented above AMR are considered to be "market housing". Dwelling units rented at or below AMR are considered to be "affordable housing". Tenants of "deeply affordable" dwelling units or community/social housing, such as those administered by the Greater Sudbury Housing Corporation, often require additional levels of subsidy to be affordable.

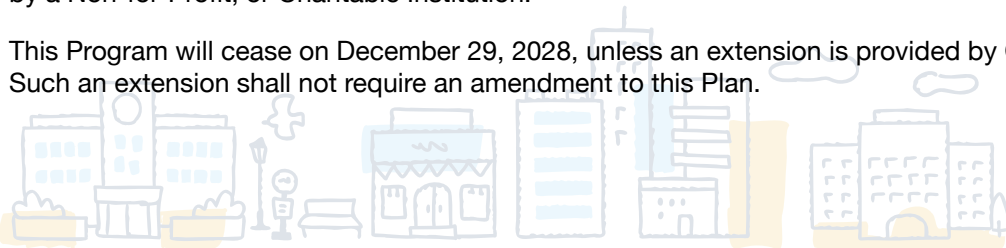
**Affordable Housing Proposals may be eligible for the following financial incentive programs:**

- Tax Increment Equivalent Grant Program
- Housing Accelerator Program
- Not-for-Profit Additional Dwelling Unit Incentive Program
- Professional Study Program
- Land Banking Program

## Not-for-Profit Additional Dwelling Unit Incentive Program

The purpose of this program is to encourage the creation of additional dwelling units (formerly secondary dwelling units) by a Non-for-Profit, or Charitable Institution.

This Program will cease on December 29, 2028, unless an extension is provided by City Council via resolution. Such an extension shall not require an amendment to this Plan.





### Description:

The program will provide a maximum funding amount of 50 per cent of the approved project costs to a maximum of \$50,000.

Name of Not-for Profit or Charitable Institution \_\_\_\_\_

Project Cost \_\_\_\_\_

## Land Banking Program

A key component of the Greater Sudbury Community Improvement Plan is the land banking of municipal property for use to help achieve Council's goals regarding the provision of affordable housing. At its sole discretion, Council may acquire, sell, lease, prepare and dispose of property at below fair market value to achieve the goals of the Official Plan, the Affordable Housing Strategy, and the Housing Supply Strategy.

Municipal Address: \_\_\_\_\_

Market Value of Land: \_\_\_\_\_

### Additional Requirements for Applying to Affordable Housing Proposals

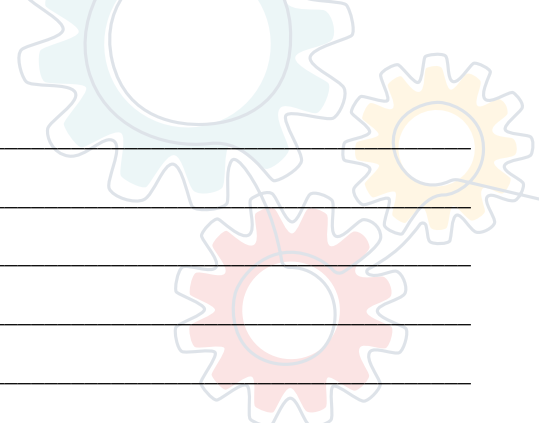
In addition to the general requirements applying to all CIP programs, the following applies to affordable housing proposals.

- 1. Affordability:** For eligibility under the CIP incentive programs, rental housing that is rented at or below average market rents will be considered affordable. Affordability is defined as per the Provincial Policy Statement, as amended from time to time.
- 2. Affordability Period:** Properties must remain affordable for a period of time consistent with any timelines established through any associated Provincial or Federal Funding agreement (generally in the order of 20 years). An agreement between the City and the owner will be required. If a rental building that is receiving financial incentives under the Affordable Housing CIP program is sold, the new owner of the rental building must enter into an agreement with the City ensuring that the rental units stay affordable for the remaining duration of the affordability period.
- 3. Number of Units:** The development or redevelopment must include a minimum of three (3) dwelling units which qualify as 'affordable'. The three (3) dwelling unit minimum does not apply to the Not-For-Profit Additional Dwelling Unit program, the Land Banking Program, or other not for profit developments of fewer units. For development or redevelopment greater than 10 dwelling units, 30 per cent of the dwelling units must qualify as 'affordable' in order to be eligible. This percentage may be reduced to meet the percentage used in concurrent Federal or Provincial applications for affordable housing developments.
- 4.** To be eligible, the project also must be consistent with the location criteria set out below. Applicants are required to demonstrate how the proposal will achieve the design criteria. **Applicants are to complete the self-assessment tables located in Appendix B.**

### Summary of Request and Project Financing

Please indicate the amount of incentive being applied for, broken down as follows:

- A. Tax Increment Equivalent Grant Program \_\_\_\_\_
- B. Façade Improvement Grant Application \_\_\_\_\_



- C. Housing Accelerator Program \_\_\_\_\_
  - a. Planning Fee Rebate \_\_\_\_\_
  - b. Building Permit Fee Rebate \_\_\_\_\_
- D. Not-For-Profit ADU Incentive Program \_\_\_\_\_
- E. Professional Study Grant \_\_\_\_\_
- F. Land Banking Program \_\_\_\_\_
- G. Brownfield Tax Assistance Program \_\_\_\_\_

**Please complete the following**

- H. Estimated Total Cost of Project \_\_\_\_\_
- I. Estimated Total Grants \_\_\_\_\_  
(B + C + D + E + F + G)
- J. Source Financing for Difference (H - I) \_\_\_\_\_

## Evaluation of Applications

Applications will be evaluated according to adopted policies and by-laws of the City of Greater Sudbury. The City reserves the right to evaluate applications based on additional criteria developed from time to time. Applicants may be contacted by the City of Greater Sudbury during the evaluation process to clarify their application or to provide further information.

The City of Greater Sudbury is not bound to accept any application. The City of Greater Sudbury reserves the right to consider any, none or all of the applications, to accept applications in whole or in part, and to elect not to proceed with this process at any given time.

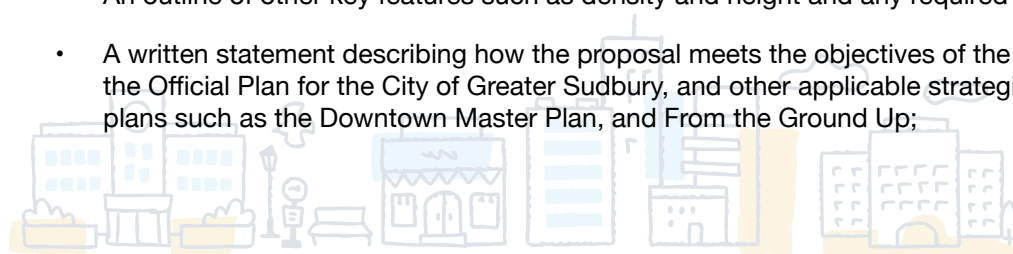
Successful applicants may be required to provide the City of Greater Sudbury with additional information to demonstrate their creditworthiness and business track record.

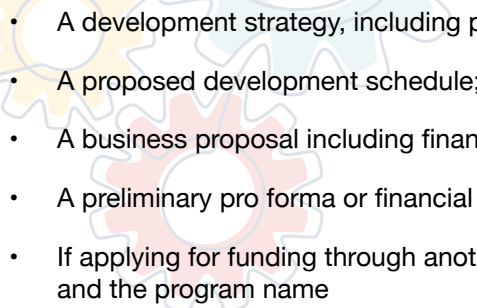
## Second Phase Evaluation

At the City's discretion, proponents may be subject to a Second Phase Evaluation in situations including but not limited to: where the estimated total project costs exceed \$1,000,000, and/or where the financial request includes Tax Increment Equivalent Grants.

The information requirements at the time of the application include, and may be not limited to, the following:

- A conceptual design proposal for the redevelopment of the property describing the location, siting and the massing of buildings; the location and number of parking spaces; and, access and internal circulation;
- An outline of other key features such as density and height and any required regulatory approvals;
- A written statement describing how the proposal meets the objectives of the applicable Community Improvement Plan, the Official Plan for the City of Greater Sudbury, and other applicable strategic and economic development plans such as the Downtown Master Plan, and From the Ground Up;



- 
- A development strategy, including phasing and construction;
  - A proposed development schedule;
  - A business proposal including financial arrangements and other details;
  - A preliminary pro forma or financial viability analysis;
  - If applying for funding through another source concurrently, indicate the name of the funding partner and the program name
  - Other relevant financial matters;
  - Independent evidence from a recognized reputable source as to the developer's creditworthiness and ability to obtain financing;
  - Additional materials that the proponent(s) consider necessary to assist the City in the evaluation of their proposal.

## Program Conditions

### Good Standing

I/we confirm and agree that municipal tax and utility accounts are and will remain current throughout the term of this agreement. I/we also confirm that I/we are not currently involved in any action or proceeding involving a claim for same with the City of Greater Sudbury.

Please place a check next to any of the following with outstanding work orders (you may be asked to provide a copy of any outstanding work orders):

Fire Prevention

Property Standards

Building Code

By-Law Enforcement

Please place a check next to any of the following with amounts more than 30 days in arrears (you may be asked to provide proof of payment):

Property Taxes

Mortgage Payment(s)

Utilities

I/we confirm that any outstanding work orders and/or orders or requests to comply, and/or other charges from the City (including tax arrears) have been satisfactorily addressed prior to making this application.



## Permits

Work to be completed under this application cannot be started until written approval for the requested funding assistance is received from the City of Greater Sudbury. All required permits (e.g. building, demolition, etc.) must be obtained prior to the initiation of the proposed works.

## Confidentiality

Subject to the Municipal Freedom of Information Act, all information provided in this application will become part of public record.

## Program Funding Announcements

I/we consent to the City of Greater Sudbury using our name and address in connection with any funding program announcement.

## Signatures and Declarations

I/we agree that this application and all attached materials will become the property of the City of Greater Sudbury upon submission.

I/we agree to abide by the terms and conditions of this program. I/we understand that the amount provided can be reduced or cancelled if the proposed work is not completed, or if contractors or suppliers are not paid in full. I/we hereby certify that the information given herein is true, correct and complete in every respect and may be verified by the City of Greater Sudbury. If any information provided is, or subsequently becomes untrue, incorrect and/or incomplete, the City of Greater Sudbury reserves the right to end its further commitment under this agreement and full repayment of any money already advanced, with interest, shall become due and payable. Any failure on behalf of the City of Greater Sudbury to verify the information provided is not a waiver of the City of Greater Sudbury's rights. I/we are aware that under the loan program, lien may be registered on title of the subject property at the discretion of the City of Greater Sudbury.

---

Applicant's Name  
(Print)

---

Applicant's Signature

---

Date





## Owner's Authorization

(Complete only if Applicant is not Property Owner)

I/We, \_\_\_\_\_ the Owner of the Subject property hereby authorize

(Print)

\_\_\_\_\_ to act on my/our behalf with respect to this application.

(Print)

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

## Checklist

Please ensure that the following information is included with your application, in an 8.5"x11" format:

Application form filled out, with required signatures

Appendix A and B filled out (if applicable)

Proponent contact information and project team (if applicable)

Property details

Proposed improvements, in detail

Pictures and Sketches (including massing, elevation, if applicable)

Conceptual design proposal describing location, siting and massing of buildings; location and number of parking spaces; and, access and internal circulation (if applicable)

Development strategy, including phasing and construction (if applicable)

Development schedule

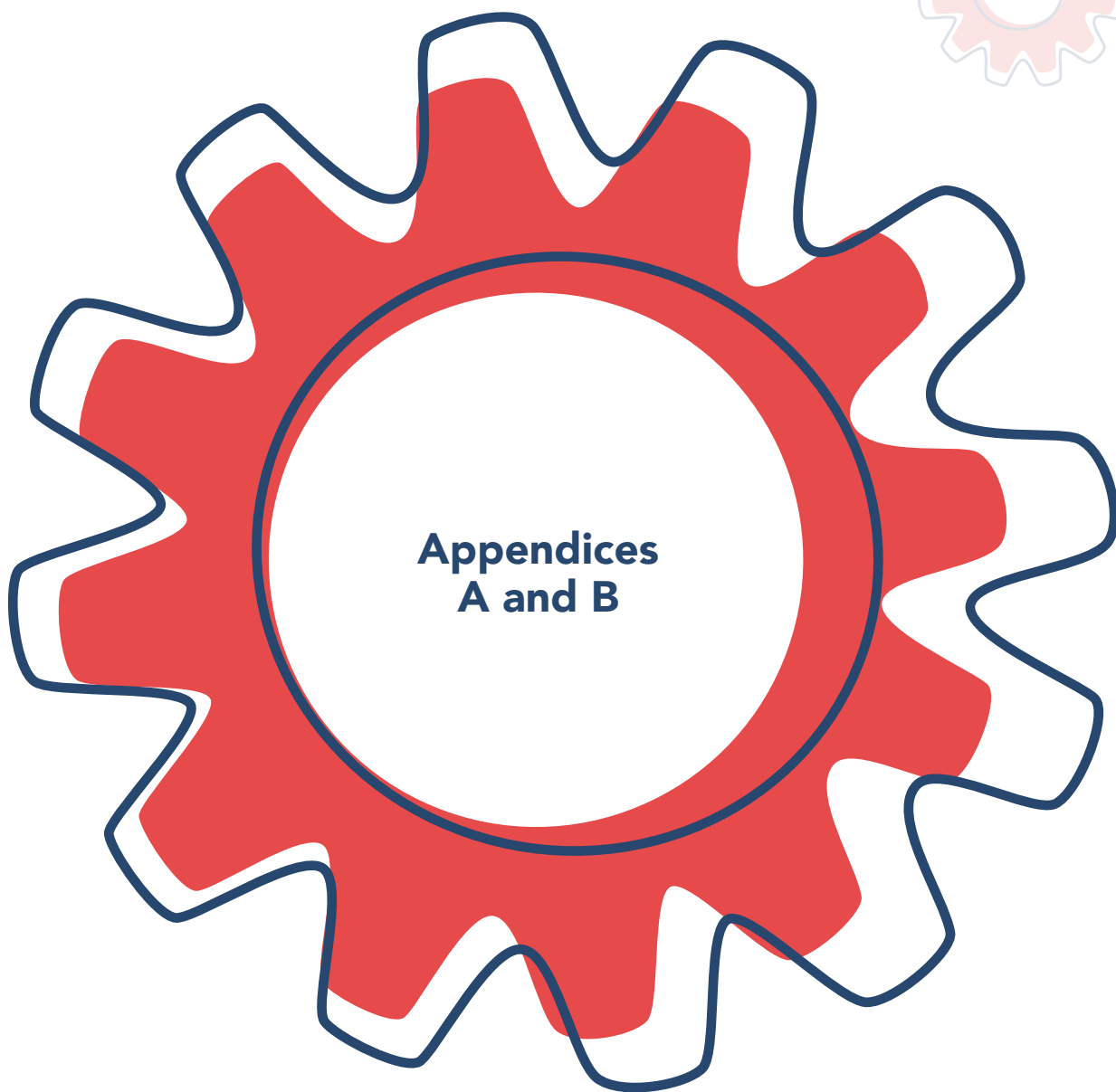
Proposed start and completion times

Work estimates and project financing

Financial incentives applied for, amounts broken down by program

Other relevant financial matters (if applicable)



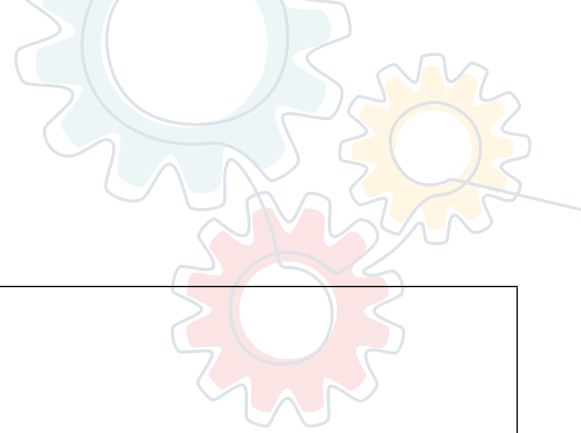


## Appendices A and B

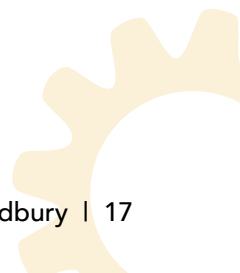


## Appendix A – Façade Improvement Criteria

PRIMARY CRITERIA	DESCRIPTION	APPLICANT SELF-ASSESSMENT
Location	<p>Only those improvements on the primary face of the building that fronts on the main traveled road are eligible.</p> <p>Improvements to the exterior side or the rear of the building that backs onto a lane are ineligible.</p>	
Use	Only existing commercial, mixed use or designated heritage buildings are eligible.	
Designated Heritage Buildings	<p>Applicants are required to demonstrate how the proposed alterations conserve heritage attributes.</p> <p>Applicants are encouraged to apply to the Professional Study Grant Program to help offset any costs associated with a heritage impact assessment and/or a heritage architect.</p>	
SECONDARY CRITERIA	DESCRIPTION	
Comprehensiveness	Façade improvements should represent a holistic restoration and improvement strategy for the entire eligible façade, including entrances, ground floor, upper floors and rooflines.	
Cultural Integrity	<p>All distinctive original architectural elements should be retained and re-stored. This includes but is not limited to cornices, brickwork, window moldings, carvings, pilasters, bulkheads, parapets, transoms and other details. If a specific architectural element cannot be retained due to irreparable deterioration, replacement elements shall be compatible with the original to the greatest extent possible. Original architectural elements, including window openings and entrances shall not be covered, filled or obscured.</p>	



Materials and Cladding	The façade should primarily be clad in brick or stone which is in a good state or repair or restored. Unpainted brick or stone should not be painted or covered. Previously painted masonry may be repainted. Masonry and mortar that must be repaired or replaced should match the existing material in colour, style and texture as closely as possible. Façade and accent colours shall be selected that reflect and enhance place character.	
Accessibility	Provide a universally accessible environment that supports persons with disabilities that are AODA compliant. Provision of additional accessible features above the minimum prescribed in the Ontario Building Code is encouraged.	
Energy Efficiency	Having an energy-efficient building facade decreases the long-term energy costs to operate the building. Applicants should demonstrate how the proposed improvements and retrofits achieve greater energy efficiencies. Applicants are encouraged to apply to the Professional Study Grant program to help off-set any costs associated with energy audits.	



## Appendix B – Affordable Housing Location and Design Criteria

### Locational Criteria

To be eligible for the financial incentives available to Affordable Housing proposals, projects must be consistent with the locational criteria defined below under the primary criteria heading and should also be in proximity to those items listed under secondary locational criteria. Each project will be assessed based on the ability to address each of the criteria.

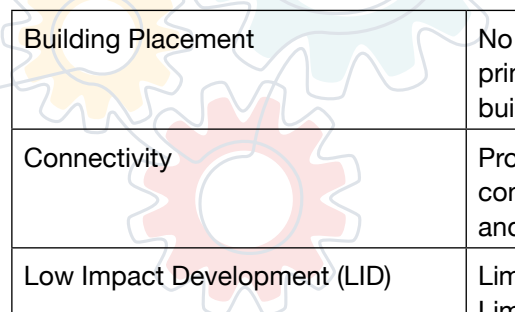
The locational criteria were selected to serve the needs of the tenants and reduce other costs of living such as transportation. These areas are ideal for affordable housing development because of the access to a broad range of services including employment, retail, schools, places of worship, social services, and recreational opportunities.

PRIMARY CRITERIA	DESCRIPTION	APPLICANT SELF-ASSESSMENT
Built Boundary	Must be located within the Built Boundary as shown in Schedule B.	
Servicing Feasibility	Site must have adequate and available municipal services and utilities. Existing sanitary sewers, water services with appropriate capacity for the proposed development.	
Development Constraints	Site should be suitable for development and not be subject to constraints that would greatly increase the cost of construction.	
SECONDARY CRITERIA	DESCRIPTION	
Active Transportation	Proximity to pedestrian trails, bikeways and bicycle lanes.	
Educational Facilities	Includes daycares, primary schools, and post-secondary institutions.	
Healthcare Facilities	Includes clinics, doctor's offices, pharmacies, hospitals. May also include outpatient centres, and specialized care centres.	
Retail	Includes grocery stores and other shopping needs.	
Transit Oriented	Should be within 200m of a transit route or bus stop – along an arterial or within a Town Centre. Priority will be given to developments proposed on Frequent and Core transit routes.	

## Design Criteria

The design criteria are intended to ensure high quality of development and ensure that affordable housing development is indistinguishable from adjacent market developments. Not all criteria listed below are applicable to the development of additional dwelling units.

SITE DEVELOPMENT STANDARDS	DESCRIPTION	APPLICANT SELF-ASSESSMENT
Accessibility	Provide a universally accessible environment that supports tenants and visitors with disabilities that are AODA compliant. Provision of additional accessible units above the minimum prescribed in the Ontario Building Code is encouraged.	
Energy Efficiency	Having an energy efficient building decreases the long term, energy cost to operate the building. Water efficient fixtures should be used (i.e. shower heads, toilets). Passive energy design considering climatic factors when designing and orienting the building such that there are maximum benefits from natural lighting, energy efficiency (solar heat gain) and protection from weather elements.	
Crime Prevention Through Environmental Design (CPTED)/ Landscaping	Good landscaping is critical to the quality of any project. The design of the exterior space of the project must comply with CPTED principles.	
Space for Health/Social Support Provision	Space for support and service provision may be required for developments greater than 20 units. This space should be centrally located, provide access to bathrooms and kitchens and be designed to be flexible for various uses, specifically, service provision by non-profit organizations. The City of Greater Sudbury may require service provision space as part of an agreement.	
Central Facilities and Common Rooms	Central facilities such as community rooms and laundry rooms should be located in a central part of the development. Common rooms should be linked to common outdoor space and be accessible, durable and flexible spaces. They should have access to bathrooms, a kitchenette and should have good storage. There should be access to daylight and natural ventilation in all common rooms.	



Building Placement	No parking is located between the principal street and any street-facing building elevation.	
Connectivity	Provide for sidewalk/pathway connections to adjacent residential and commercial areas.	
Low Impact Development (LID)	Limit extent of impervious surfaces. Limit the amount of stormwater runoff by encouraging on-site filtration and by designing swales and permeable surfaces.	
<b>BUILDING DESIGN STANDARDS</b>	<b>DESCRIPTION</b>	<b>APPLICANT SELF-ASSESSMENT</b>
Façade Treatment	Material used for the façade must be brick or utilize façade articulation which produces a high-quality effect. The development must be designed to be indistinguishable from market housing in the area.	
Primary Entrance Design	Shall consist of design elements so that the primary entrance is architecturally prominent and clearly visible from the abutting street.	
Sound	Design and construct adjoining units, party walls and utility rooms with appropriate sound transmission ratings.	
Durability	Use products with projected high performance, long life cycles, high efficiencies and potential for recycling. If carpet used, consider use of carpet tiles which can be individually replaced when necessary. For example: concrete floors to reduce replacement/repair costs – in floor heating, composite or recycled materials where possible, to develop a net zero complex.	
Adaptable Housing	Flexibility in use, the design will accommodate a wide range of individual preferences and abilities.	
Mixed Income	The provision of a mix of affordable units and market rent units is encouraged.	

