

TOWN OF VIKING POLICY AND PROCEDURE HANDBOOK

Upgrade Existing Commercial Property Tax Incentive

POLICY: Business Incentives Grants – 2.0

POLICY STATEMENT:

Council and Administration desires commercial and industrial development within the Town of Viking to stimulate the economy and contribute to the Town's tax assessment base.

Responsibility and Commitment: Council has identified a need to provide an attract and retain commercial and industrial business environment through a continued competitive tax regime and service provision as an objective of the Town of Viking. Council desires to revitalize the Downtown core to becomes the commercial hub of the community and to encourage the reuse of existing commercial and industrial buildings.

Definitions:

1. "Improvements" shall mean any building or structure that is assessable for the purpose of property taxation.
2. "Commercial" shall mean a property zoned by the Town of Viking as Commercial.
3. "Industrial" shall mean any property zoned by the Town of Viking as Industrial.
4. "Tax Grant" shall only apply to the municipal portion of the taxes.
5. "Town" shall mean the Town of Viking.

Eligibility:

1. Any commercial or industrial property undergoing major repurposing and/or expansions in support of new and/or expanded business operations, for which a building permit has been issued.

Incentives:

1. Property tax grants may be applicable to a maximum value equivalent to:
 - a. 50% of the eligible work costs or;
 - b. \$150,000 or,
 - c. The total property tax (excluding special levies and requisitions) that would have been payable in four (4) years (based on the reassessed value of the property after the work has been completed.)

Whichever is the lesser.

GUIDELINES AND PROCEDURES:

Eligible Work:

1. Interior and exterior structural & mechanical work necessary to repurpose an existing commercial property in support of new and/or expanded business operations.
2. The installation of large specialized equipment built in or hardwired into the building that is necessary to support new and/or expanded business operations.
3. Expansion of the building envelope (additions) necessary to support new and/or expanded business operations.
4. Building permit costs as well as architectural and engineering services.
5. Any work necessary to bring the building up to the requirements of the National Building Code.

Ineligible Work:

1. Work, that in the opinion of Council, does not constitute a major repurposing of an existing commercial property in support of a new and/or expanded business operations (i.e. – minor renovations, redecorating or work that constitutes regular building maintenance.

Application:

1. A written application must be submitted to the Town of Viking outlining the scope of the work being proposed as well as a cost estimate for all the eligible work.
2. In the case of the construction of additions to existing building, design plans must be submitted to the Town of Viking.
2. An in-person interview with the CAO and Recreation Director may be required.

Conditions

1. A development permit must be obtained.
2. All outstanding taxes and/or special levies on the property must be paid in full prior to application being made to the program, and all property taxes and special levies must continue to be paid in full until the project has been completed.
3. Once approved for the participation in this program, the property owner must make a tax credit claim within two years of the approval date.
4. The project will be considered completed when a written tax credit claim has been filed with the Town of Viking. At the time the tax credit claim is submitted to the Town of Viking, the building must be in a state where it can be occupied.
 - a) The tax credit claim must be an itemized financial statement outlining the total expenditures made against the eligible for which the tax credit is being requested. The financial statement must include copies of all paid invoices for all eligible expenses.
5. Tax credits will be applied starting January 1st of the first full calendar year after the works has been completed and the tax credit claim has been submitted.
6. Tax credits are linked to the building itself and therefore can be transferred to any new owner of the property. Tax credits will continue to be applied against the property taxes until such a time as all the tax credits are exhausted.
7. In the event of a complete loss of the building tax credits on the property will be discontinued.
8. This program is intended to encourage and support major repurposing work on existing commercial and industrial properties within the Town of Viking, and therefore the program may only be accessed once by the property owner.
9. This program may not be combined with any other Town of Viking tax incentive program.

COUNCIL APPROVAL MOTION #

MAYOR

DATE: