

**City of Saskatoon Application for 5 -Year Incremental  
Tax Abatement**

Part 1: Basic Information	
<b>Applicant Name:</b>	
<b>Project Name:</b>	

The City of Saskatoon (City) welcomes proposals from organizations addressing a wide range of housing issues in our community. We encourage submissions from both experienced and new project developers. Only projects located within city limits will be considered. The City provides funding for project development only and does not provide any ongoing operational funding. Funding is subject to Council approval.

The City will provide a five-year property tax abatement of the incremental tax increase for the residential portion of any eligible affordable housing project. Eligible projects receiving financial support under this Policy must be:

- a) affordable to low-income households for a minimum of five years,
- b) applicants shall provide a ten-year business plan to verify that the project will be viable for at least five years after the conclusion of the abatement;
- c) the project must be in the form of rental or cooperative housing, and must maintain this type of tenure for the duration of the abatement the project may be ownership housing only if the housing is built by a non-profit organization with a mission to provide affordable home ownership;
- d) applicants must be non-profit corporations, or must be providing the affordable housing on a non-profit basis; and
- e) for-profit applicants shall provide documentation in their business plan, and ongoing verification that the project will be provided and operated on a non-profit basis for the duration of the abatement.
- f) Funding under this program is available for both permanent affordable housing and transitional housing. In either case, residents of the home will need to be within the Moderate Saskatchewan Household Income Maximum (SHIMs) as determined by the Ministry of Social Services. The SHIMs as of July 1 2021 are outlined in the table below.

<b>Housing Type</b>	Three or More Bedroom Home	Two Bedroom Home	One Bedroom or Bachelor Home	Renovation of Market Apartments	Residential Care Homes and Shelters
<b>Maximum Grant</b>	\$25,000	\$20,000	\$17,000	\$12,000 (Per Unit)	\$10,000 (Per Unit)

	<b>One bedroom</b>	<b>Two bedroom</b>	<b>Three bedroom</b>	<b>Four bedroom</b>
<b>No Disability</b>	\$43,700	\$46,500	\$56,000	\$67,000
<b>Disability (115% of No Disability)</b>	\$43,700	\$53,500	\$64,400	\$77,100

Please refer to Innovative Housing Policy No. C09-002 for details on the City's terms, criteria, and requirements for funding, including definitions of low-income households, priorities for funding, and which items, facilities and/or amenities the City will consider funding.

Property tax abatements, if approved, will begin the calendar year following the project completion.

The following six priorities for attainable housing are identified in the City's 2013 – 2022 Housing Business Plan:

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| 1. Creating attainable housing in all neighbourhoods, | 4. Safe and adequate housing,               |
| 2. Accessible (barrier free) housing,                 | 5. Housing that meets identified needs, and |
| 3. Neighbourhood revitalization,                      | 6. Innovative and energy efficient housing  |

### **Application Instructions**

Please provide as much information as possible at the time of your application using attachments where necessary. Letters of support from partner organizations in the community are encouraged.

Along with your completed application form, please include the following attachments:

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| • Detailed Capital Budget;  | • Information about the construction, design, and efficiency of the home; |
| • Proof of Incorporation in the Province of Saskatchewan;                   | • Business Plan including project timeline;                               |
| • Site plan, drawings, and renderings with indications of affordable units; | • Information about your company including recently completed projects    |

The following document is intended to facilitate the collection of information from project developers to allow the City to make informed decisions on applicable forms of support, and request basic details of your project for submission to City Council for approval. This includes expected construction costs, expected operating costs for homeowners, expected completion dates and when the funds will be required. Please refer to Innovative Housing Policy No. C09-002 for details on the City's terms, criteria, and requirements for funding, including definitions of low income households, priorities for funding, and which items, facilities and/or amenities the City will consider funding.

<b>Part 2: Application</b>					
<b>Applicant Information</b>					
Sponsoring Organization – include registered company name, including numbered companies.					
<b>Contact Information</b>					
Name and title:					
Address:					
Phone number:					
Fax number:					
Email address:					
<b>Corporation Status</b>					
Proof of corporate status must be provided.					
Non-profit	<input type="checkbox"/>	For profit	<input type="checkbox"/>	Co-operative	<input type="checkbox"/>
Other: _____					

Project Description		
Project name or title		
Project location (civic address, neighbourhood, or area).		
Projected Construction Start Date (when construction will begin)		
Projected date of completion (ready for occupancy)		
Registered owner of site (if not registered owner of site, provide appropriate documentation e.g., proof of agreement).		
Brief (50 words) description of your project: <ul style="list-style-type: none"> <li>- What type of housing is being provided?</li> <li>- Who is it for?</li> <li>- What needs are being served?</li> </ul>		
Identify which housing tenures will be used: affordable rental, rent-geared-to-income ownership, co-op housing, co-housing, rent-to-own, life lease. If a mix of tenures provide percentage of each type of housing.		
How have you identified the need for the housing that you intend to provide? Please provide copies of any letters of support from community organizations.		
Current zoning of site		
<p>Please contact the City's Planning and Development Branch (306-975-2645) for confirmation of the compatibility of the intended uses for this property (including all onsite facilities such as offices, counselling areas, etc.) with City Zoning and/or Building Code Regulations.</p> <p>Written confirmation of zoning compliance and/or a building permit (where applicable) will be required prior to the release of any City funds.</p>		
Person Contacted	Phone Number	Notes

Project Development Costs Expected Total Project Costs **			
Cost Breakdown	Costs	Notes	
Building/land acquisition costs	\$		
Renovation/construction costs	\$		
Other costs (legal fees, training costs, contingency, client or resident meetings)	\$		
Total	\$		
Please describe the construction and design of the development. Will any innovative construction, materials or techniques be employed?			
** Please attach proposed budget, if available			
Housing Units			
Total Number of housing units/rooms			
Total Number of affordable units/rooms			
Unit Tenure	No. Units		No. Units
	Condominium	_____	Freehold ownership _____
	Rental	_____	Other (describe) _____
	Transitional Housing	_____	Crisis Shelter _____
Number of bedrooms and bathrooms in each unit type (e.g., 5 Homes, with 3 Bedrooms, 1 Bathroom).	_____ Homes with _____ Bedrooms, _____ Bathroom		
	_____ Homes with _____ Bedrooms, _____ Bathroom		
	_____ Homes with _____ Bedrooms, _____ Bathroom		
How many of the homes are a barrier-free design? Please describe the type of barrier-free design.			
<b>Rental Income Level</b> - The City of Saskatoon requires that any project receiving a 5-year incremental tax abatement is designated for low-income households. Please show how you define low-income, and show how accountability and/or verification will be provided to City of Saskatoon to demonstrate use by low-income residents.			

<b>For Shelter or Transitional Housing</b> - Expected range of housing charges per day, week or month		
<b>For Permanent Housing</b>		
Expected Occupancy Costs per Month If available, please provide a detailed unit by unit breakdown on a separate sheet.		
Rent or Monthly Mortgage Payments (25 year amortization, with 5% interest)		
Property Taxes (if ownership housing)		
Utilities		
Condo, Co-op or Admin Fees		
Other Charges		
<b>Safe and Secure Housing</b>		
Will this development incorporate CPTED principles into the design? If multi-unit rental, will the landlord commit to obtaining the Crime-Free Multi Housing Designation?		
<b>Environmental Benefits</b>		
List the features included in this development that provide environmental benefits. If applicable, provide the monthly savings that will result by adopting these features (e.g., energy efficient compared to a conventional furnace).	Feature	Estimated Monthly Savings in Operating Costs
<b>Income Range</b>		
What is the income range of households that will be able to afford to purchase a home in this development and what percentage of their gross income will they be spending on housing?		

Other Development On Site				
Describe any other development that is part of this project, e.g., market-priced housing, rental housing, retail, daycare, offices				
Type of Development	Description	Total Area		Capital Cost
		ft <sup>2</sup>	%	
<i>Number of Homes and/or units that are designated affordable housing</i>				
Total Project (if applicable)			100%	
Support Programs and Services				
Describe the services or other support programs that will be provided to residents.				
Facility or Service	Description	Capital Cost of Program		
Funding, Financing, and Sustainability				
Have you applied for any additional funding support from the City? E.g., Vacant Lot Incentive, tax abatements, loans, grants, environmental incentives or waving offsite levies? Are/have these homes been part of the public housing stock?				
Will this project improve the neighbourhood by renovating or removing a rundown building or developing a vacant or brownfield site? Please describe in detail.				

Has any City Housing Subsidy been applied to these units in the past?			
Other capital funding sources. Written verification of additional development funding will be required prior to any approved City funds being released.	Agency/Institution	Amount	Requested, Committed, or Received?
		Total	
I hereby certify that the above information is correct and complete, and that _____ agrees to the terms and conditions of support.			
Authorized representative of sponsoring organization		Title of authorized representative and printed name	
Date			