

**THE CORPORATION OF THE CITY OF PETERBOROUGH**

**BY-LAW NUMBER 02-083**

**BEING A BY-LAW TO ESTABLISH A TAX REBATE PROGRAM  
FOR THE VACANT PORTIONS OF PROPERTY IN THE  
COMMERCIAL PROPERTY CLASS OR  
THE INDUSTRIAL PROPERTY CLASS**

THE CORPORATION OF THE CITY OF PETERBOROUGH BY THE COUNCIL  
THEREOF HEREBY ENACTS AS FOLLOWS:

**WHEREAS** the Corporation of the City of Peterborough (the “Municipality”) is required to have a tax rebate program for the vacant portions of property in the Commercial Property Class and the Industrial Property Class, both as defined in s.363(20) of the *Municipal Act*, pursuant to s.442.5 of the *Municipal Act*, R.S.O. 1990, c.M.45, as amended (hereinafter referred to as the “Act”);

**AND WHEREAS** s.442.5 of the *Act* has been supplemented by *Ontario Regulation Number 325/01* (hereinafter referred to as “*O.Reg. 325/01*”);

**AND WHEREAS** the Council of the City of Peterborough deems it appropriate to enact this By-Law for the purpose of establishing a property vacancy tax rebate program;

**NOW THEREFORE** the Council of the Corporation of the City of Peterborough enacts as follows:

1. In this By-Law:

“assessment corporation” means the Municipal Property Assessment Corporation (“MPAC”) or its successor;

“base property” has, for the purposes of this by-law, the meaning prescribed by s.2(1) of *O.Reg. 325/01*;

“eligible property” means property that has been prescribed as such by the Minister of Finance (hereinafter referred to as the “Minister”) in *O.Reg. 325/01* for the purposes of s.442.5 of the *Act*;

“eligible property classes” means property that is in the Commercial property class or the Industrial property class as defined in s.363(20) of the *Act*;

“inspector” means an employee of the Municipality or a person designated by the Municipality, either of whom will conduct inspections and investigations pursuant to this by-law;

“mixed use property” means that if portions of a property are classified in different property classes on the assessment roll, each portion shall be deemed to be a separate property for the purposes of this by-law;

“period of time” means the period of time provided for in s.1, 2, 3 and 4 of *O.Reg. 325/01* unless otherwise provided for in this by-law;

“time” means any reference to a period of at least ninety (90) consecutive days shall be read as a reference to a period of at least eighty-nine (89) consecutive days if the period includes all of the month of February;

“use” for the purposes of this by-law, the following activities or factors, without some other activity, do not constitute the use of a building or structure or a portion of a building:

- i) Construction, repairs or renovation;
- ii) Heating, cooling, lighting or cleaning; or
- iii) The presence of fixtures.

2. This by-law shall apply commencing with the 2001 taxation year.

3. This by-law shall apply where:

- a) a building or structure on property in an eligible property class is unused for at least ninety (90) consecutive days as provided for in s.1(1) of *O.Reg. 325/01* and for the purposes of this by-law such a vacancy shall be referred to as a “Complete Vacancy”;

b) a portion of a building on property in the Commercial property class is unused for at least ninety (90) consecutive days and the unused portion of the building was clearly delineated or separated by physical barriers from any used portion of the building provided that the unused portion of the building was:

(1) capable of being leased for immediate occupation;

(2) capable of being leased but not for immediate occupation due to repairs, renovations or construction that was either needed or underway; or

(3) unfit for occupation;

as provided for in s.1(2) of *O.Reg. 325/01* and for the purposes of this by-law such a vacancy shall be referred to as a “Commercial Partial Vacancy”;

c) a portion of a building on property in the Industrial property class is unused for at least ninety (90) consecutive days and the unused portion of the building was clearly delineated or separated by physical barriers from any used portion of the building as provided for in s.1(3) of *O.Reg. 325/01* and for the purposes of this by-law such a vacancy shall be referred to as an “Industrial Partial Vacancy”;

4. Notwithstanding anything in this by-law, no property shall be considered entitled to any rebate relief under this by-law where the building, structure or portion of the building is:

a) Used for commercial or industrial activity on a seasonal basis;

b) Leased to a tenant who is in possession of the leasehold interest throughout the period of time; or

c) Included in a subclass for vacant land under subsection 8(1) of the *Assessment Act*, R.S.O. 1990, c.A.31, as amended, throughout the period of time.

5. Subject to section 10 hereof, a property owner or its authorized agent may make one application, for the taxation year, to the Municipality where the eligible property is located, for a rebate of property taxes in respect of vacant eligible property.

6. The application required by the Municipality shall be in a form as the Treasurer of the Municipality reasonably deems to be appropriate.
7. The application shall be accompanied by a Statutory Declaration, sworn under oath or affirmed by the owner of the property that all of the contents of the application and the accompanying information are true and correct.
8. Any person who knowingly makes a false or deceptive statement on an application submitted to the Municipality is guilty of an offence and may be liable on conviction to a fine of not more than an amount that is twice the amount of the rebate obtained or sought to be obtained by the false or deceptive statement, except that the fine shall not be less than \$500 (or the minimum according to the legislation).
9. The application for a taxation year shall be made after January 1 of the taxation year and no application shall be accepted later than the last day of February of the year following the taxation year.
10. An interim application for a taxation year may be made for the first six months of the taxation year, within the time frame specified by the Municipality.
11. A copy of the application, or interim application, shall be forwarded to the assessment corporation for determination of the value of the eligible property.
12. An inspector may attend and make entry to the buildings and structures on the property at all reasonable times and upon reasonable notice to the owner or its manager for the purposes of:
  - a) Verifying all information accompanying the application;
  - b) Obtaining such other information from every adult person present on the property as is required to assist in determining the applicant's entitlement to the vacancy rebate;
  - c) Requesting or obtaining from the owner or its manager any information or documents relevant to the determination of the applicant's entitlement to the vacancy rebate.

13. The Treasurer of the Municipality may, by written request sent by mail, delivered personally or by courier, require the owner or its manager to provide any information or documents relevant to the determination of the applicant's entitlement to the vacancy rebate.

14. The Treasurer of the Municipality may establish a reasonable time within which the owner or its manager is required to respond to a request made by the Municipality under section 13 hereof.

15. An owner or its manager who defaults in responding to a request as outlined in section 13 hereof, is guilty of an offence and on conviction may be liable to a fine of \$100 (or the maximum allowed under legislation) for each day during which the default continues.

16. As soon as practicable after receipt of:

- a) All of the information and documents relevant to the determination of the applicant's entitlement to the vacancy rebate; and
- b) The determination by the assessment corporation of the value of the eligible property;

the Municipality shall determine if the applicant is entitled to a vacancy rebate and, if so entitled, the rebate shall be calculated as follows:

- i) Multiply the applicable percentage derived from paragraphs 18 or 19 hereof to the taxes applicable determined as follows:
  - (1) Determine the apportioned taxes as the percentage that the value of the eligible property is of the base property multiplied by the taxes for municipal and school purposes for the base property, for the taxation year;
  - (2) Determine the vacancy period as a percentage of the taxation year; and
  - (3) Multiply the apportioned taxes by the vacancy percentage.

17. In the event the vacancy period begins after October 3rd in the immediately preceding taxation year then the amount of taxes for municipal and school purposes under s.

15(i)(1) hereof is determined by adding the amounts as directed by s.2(4) of *O.Reg 325/01*.

18. The amount of rebate in respect of eligible property in the Commercial property class shall be thirty percent (30%) of the taxes applicable to the vacant area.

19. The amount of rebate in respect of eligible property in the Industrial property class shall be thirty-five percent (35%) of the taxes applicable to the vacant area.

20. A rebate determined under s. 16 hereof shall be paid by the Municipality to the owner of the eligible property as soon as practicable following determination and a copy of the calculation shall be provided to the owner.

21. In the event an application is determined to be not entitled to a vacancy rebate the Municipality shall advise the owner or its authorized agent, as the case may be, in writing.

22. A rebate shall be recalculated in the event that:

- a) taxes of the base property are reduced under s.442 or s.443 of the *Act*; or
- b) the assessment of the base property is changed as a result of the following:
  - i) a reconsideration under s. 39.1 of the *Assessment Act*;
  - ii) an appeal under s. 40 of the *Assessment Act*; or
  - iii) a Court application under s. 46 of the *Assessment Act*.

23. If, as a result of a recalculation under s. 22 hereof the Municipality has paid or credited an owner an amount greater than that determined as a result of the recalculation then the Municipality may recover the excess amount.

24. If, as a result of a recalculation under s. 22 hereof the Municipality has paid or credited an owner an amount less than that determined as a result of the recalculation then the Municipality shall pay or credit the owner the additional rebate amount as soon as practicable following the recalculation.

25. The Municipality may calculate the rebate amount under this by-law based on an estimate of the amount of taxes for municipal and school purposes and then subsequently adjust the rebate amount when the amount of taxes is finally determined for the taxation year.
26. Any rebate that a property owner is entitled to under this By-Law may be set-off as a credit against any unpaid taxes or interest in respect of the property.
27. In the event a rebate is erroneously paid under this By-Law, the Treasurer of the Municipality may, within two years after the application for the vacancy rebate was made, notify the owner of the amount of the overpayment and any such overpayment shall be deemed to be taxes for municipal and school purposes.
28. The costs of the property vacancy rebate program shall be shared proportionately by the Municipality and school boards as the Municipality and school boards share in the revenue from the taxes on the property.
29. Interest on rebates determined under this by-law shall be paid in accordance with the provisions of s. 442.5(21) of the *Act* and s. 6, 7 and 8 of *O.Reg. 325/01*.
30. The offence provisions of s.442.5 (10) and s.442.5 (20) of the *Municipal Act*, as amended shall apply to this by-law *mutatis mutandis*.

By-law read a first and second time this 17<sup>th</sup> day of June, 2002

By-law read a third time and finally passed this this 17<sup>th</sup> day of June, 2002.

(Sgd.) Sylvia Sutherland, Mayor

(Sgd.) Doris Neufeld, Deputy City Clerk