



Surplus Land & Buildings Program Guidelines

Overview: The *Surplus Land and Building Program* is intended to provide opportunities for housing developers and community stakeholders through disposing of Town-owned surplus land and building assets at below market value. The objective is to reduce development costs for net new, affordable, sustainable and accessible housing. These development projects must include multi-unit housing with a component of affordability for a minimum of 10 years.

This program has two streams. Both **Not-for-profit** and **for-profit** organizations are eligible to apply, both have varying criteria.

The Housing Density Incentive Program requires program preregistration with the Town of Fogo Island's Economic Development Department. Contact details are on page 3.

The method of disposal of property below market value will follow the regulations set out in the Municipalities Act 1999, Section 201.3.

Amount: Initiative budget is \$200,000 over three years. Proposals will be accepted as TOFI surplus land and buildings become available. A listing of surplus lands and buildings will be available at townoffogoisland.ca. The program is scheduled to commence in October of 2024 and will be available for a limited time, based on program traction.

Incentive Details

Not-for-Profit Stream: Proposals will be accepted for developments that meet the following criteria...

- a) Development must be multi-unit rental properties
 - Minimum of 2 dwelling units
- b) 50% of units shall meet one of two affordability definitions and must maintain affordability for a minimum of 10 years
 - Rent geared to income – maximum rent amount is 30% or less of the tenant's net income
 - Rent below median market rates – maximum rent is less than 80% of the local median market rate based on the 2023 TOFI Housing Needs Assessment
- c) At least one unit shall be accessible – a design process in which the needs of people with disabilities are specifically considered

For-Profit Stream: Proposals will be accepted for developments that meet the following criteria...

- a) Development must be multi-unit rental properties
 - Minimum of 5 dwelling units



- b) 20% of units shall meet one of two affordability definitions and must maintain affordability for a minimum of 10 years
 - Rent geared to income – maximum rent amount is 30% or less of the tenant’s net income
 - Rent below median market rates – maximum rent is less than 80% of the local median market rate based on the 2023 TOFI Housing Needs Assessment
- c) At least one unit shall be accessible – a design process in which the needs of people with disabilities are specifically considered

Eligibility: Both not-for-profit and for-profit organizations are eligible to access TOFI surplus land and buildings at below market value. Proposals must be developed by using the proposal template provided by TOFI and will be evaluated with a predetermined set of criteria.

What to Include in Your Submission Proposal:

- a) Organizations Name and Incorporation Documentation (For-Profit or Not-For-Profit)
- b) Which building you are interested in (Address and Building Description)
- c) Project Description
 - How does the project meet the goals of the incentive
 - Development timeline
 - Community impact
 - Maintenance plan
 - Environmental sustainability (energy efficiency plan)
- d) Business plan, including
 - Funding and/or financing plan
 - Financial sustainability and revenue model
- e) The price being offered

Proposal Evaluation Criteria: Maximum 100 points. Proposal must achieve a minimum of 80 points to be considered.

- a) Proposal Quality **10 Points**
- b) Community Impact and Meet the Goals of the Initiative **30 Points**
- c) Long-term Maintenance Plan **15 Points**
- d) Long-term Financial Sustainability **15 Points**
- e) Development Timeline **10 Points**
- f) Environmental Sustainability **10 Points**
- g) Price **10 Points**

Other Development Requirements: A TOFI development permit must be acquired within one year of proposal acceptance. *The sale of the land and/or building will be conditional until a TOFI development permit is established.* All developments under this program must meet energy efficiency and carbon emissions criteria. All Town of Fogo Island, Development Regulations must be adhered to.



- a) Sustainable heat source, defined as no use of fossil fuels
- b) Compliance with National Energy Code of Canada for Buildings (NECB) 2020
 - Energy Star certified windows and doors
 - Energy Star certified lighting and designed to maximize natural light
 - Smart thermostats
 - Energy Star appliances
 - Insulation minimum R-value for exterior walls is R-22
 - Insulation minimum R-value for basement and crawl spaces is R-20
 - Insulation minimum R-value for attics is R-50

Town of Fogo Island Program Contact Information:

(For planning assistance and program registration)

Cheryl Gardner

Economic Development & Special Projects Coordinator

edo@townoffogoisland.ca

709 266 1111