



**City of Kingston
Report to Council
Report Number 16-060**

To: Mayor and Members of Council
From: Cynthia Beach, Commissioner, Corporate & Strategic Initiatives
Resource Staff: Paul MacLatchy, Director, Environment & Sustainable Initiatives
Date of Meeting: January 26, 2016
Subject: Approval of Initial Study Grant Application, Brownfields Project Area 1A for the property located at 12 Cataraqui Street

Executive Summary:

This report is being brought forward on behalf of Iris Van Loon, the current property owner of 12 Cataraqui Street, for Council's consideration of approval of a Brownfields Initial Study Grant. The initial study grant is a component of the City's Brownfield Community Improvement Plan, intended to assist developers in assessing the environmental condition of their property before redevelopment and prior to additional applications to the brownfield program potentially being made.

The applicant's site currently contains a three-storey building with mixed commercial and industrial uses. The property is within Brownfield Project Area 1A, as approved by Council in March 2013, and is therefore eligible to apply for the Initial Study Grant.

This report recommends that the application for an Initial Study Grant for 12 Cataraqui be approved to a maximum of \$20,000. If approved, the grant will be paid to the registered property owner once the studies are completed and reports have been provided to the City to the satisfaction of the Director, Environment and Sustainable Initiatives Department.

Recommendation:

That Council approve the application to deem 12 Cataraqui Street as eligible to receive up to \$20,000 in an Initial Study Grant under the Community Improvement Plan – Brownfields Project Area 1A; and

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That the Treasurer be authorized to issue the grant payment, to the registered property owner at the time of payment, subject to satisfactory review of required documentation by the Director of Environment & Sustainable Initiatives.

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Authorizing Signatures:

ORIGINAL SIGNED BY COMMISSIONER

**Cynthia Beach, Corporate &
Strategic Initiatives**

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

Gerard Hunt, Chief Administrative Officer

Consultation with the following Members of the Corporate Management Team:

Lanie Hurdle, Community Services	Not required
Denis Leger, Transportation, Facilities & Emergency Services	Not required
Jim Keech, President and CEO, Utilities Kingston	Not required
Desiree Kennedy, Chief Financial Officer & City Treasurer	

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Options/Discussion:

Iris Van Loon (the Owner) has made application to the City for an Initial Study Grant under the Brownfield Community Improvement Plan (CIP) Program to assist in funding the completion of a Phase II Environmental Site Assessment for the property at 12 Cataraqui Street (the Property) in Kingston.

This application satisfies all the criteria of the Community Improvement Program – Brownfield Project Area 1A. Environment and Sustainable Initiatives Department staff have reviewed the application and recommend the approval of the application as outlined in this report. Under the terms of the program, the Owner is required to provide a copy of the completed Phase II Environmental Assessment report prior to release of a grant payment. This Phase II Environmental Site Assessment is required in order to determine eligibility for further Brownfield funding that the Owner may make application for.

The Property is bounded by Cataraqui Street to the north, residential and commercial properties to the west, commercial properties to the south, and former railway to the east. The rectangular-shaped property has one structure: a three-storey building with commercial and industrial components.

The Owner has stated that future plans for the Property consist of renovation and reconfiguration of the existing building which is approximately 4,500 square feet in area. The reconfiguration will include converting the industrial floor space to commercial, and adding three residential units to the third floor. An addition is also proposed along the west side of the structure which will replace the existing garage structure. To convert the land use from commercial to residential, a Record of Site Condition will be required for the Property. The Record of Site Condition issued from the Ministry of Environment and Climate Change is a mandatory document when changing a property's land use to a more sensitive land use, (i.e. commercial to residential use).

A Phase I Environmental Site Assessment was completed for the Property in July 2014 and has been provided to the City as part of the application for the Initial Study Grant. The Phase I Environmental Site Assessment concluded that additional investigation is required to adequately review the subsurface conditions on the Property and to obtain a Record of Site Condition. Following the Phase II Environmental Site Assessment there may be a requirement for remediation of the Property.

The initial study grant in the Brownfield financial incentives program provides grants for Phase II and Phase III Environmental Site Assessments and Site Specific Risk Assessments, with a maximum of two studies per property and a total grant of no more than \$20,000. The program is designed to fund studies for up to three properties within the City of Kingston's Brownfield Community Plan Project Areas per year. To date, no Initial Study Grants have been funded in 2016. The grant is to be equal to fifty percent (50%) of the cost of the initial study or \$20,000, whichever is less.

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Estimates provided by the Owner's consultant have estimated the Phase II Environmental Site Assessment will cost approximately \$42,000 to complete. Within the Brownfield program the owner is eligible for the maximum grant amount of \$20,000.

This application is for the approval of an initial study grant only. It does not in any way commit the City to any other financial incentives under the Community Improvement Plan – Brownfield Project Area 1A, or any planning approvals that will be required before site development can proceed. The owner may apply for additional funding under the Brownfields program but only following the completion of the Phase II Environmental Site Assessment study being considered in this report. Any additional funding under the Brownfield program would be subject to another application and report to City Council.

Existing Policy/By-Law:

Brownfield Community Improvement Plan, Brownfields Project Areas 1A, 1B and 1C.

Notice Provisions:

There are no notice provisions required for this action.

Accessibility Considerations:

There are no accessibility considerations at this time.

Financial Considerations:

The initial study grant amount of \$20,000 would be funded from the operating budget allocation for this grant program, as approved within the Environment & Sustainable Initiatives Department 2016 operating budget. If approved, the grant incentive program will have a balance of \$40,000 remaining available for other applicants in 2016.

Contacts:

Paul MacLatchy, Director, Environment & Sustainable Initiatives 613-546-4291 ext. 1226

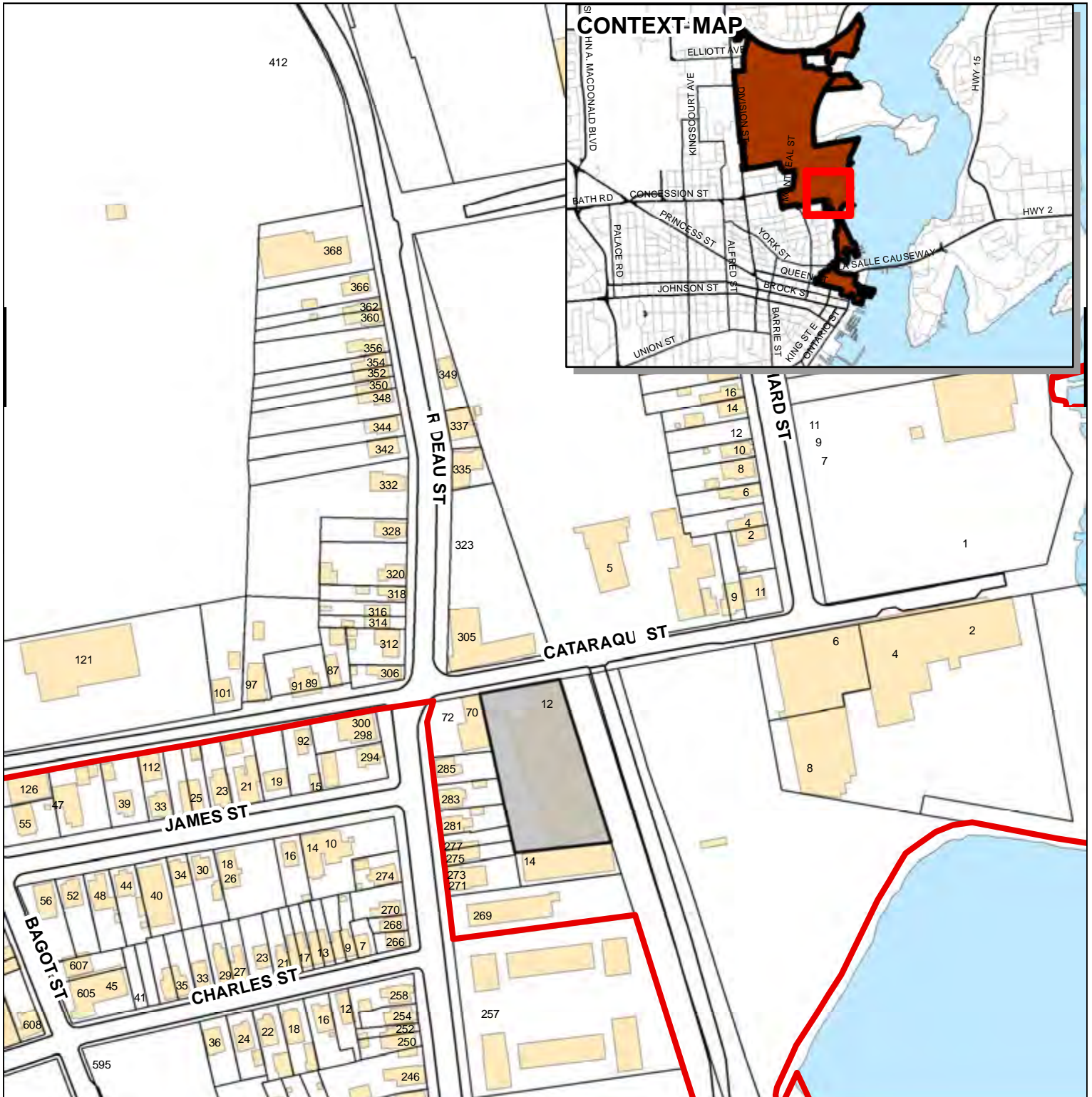
Other City of Kingston Staff Consulted:

Jeff Walker, Manager, Taxation and Revenue

Nathan Richard, Project Manager, Brownfields

Exhibits Attached:

Exhibit A – Site Map of 12 Cataraqui Street






THE CORPORATION OF THE CITY OF KINGSTON
Brownfield Project Areas

Planning, Building & Licensing Services

a department of
 Community Services

Address: 12 Cataraqui Street

LEGEND

-  Project Area 1A
-  Subject Property
-  Property Boundaries

