

## REGION OF WATERLOO BROWNFIELD FINANCIAL INCENTIVE PROGRAM

### Regional Development Charge Exemption

Brownfield sites located outside of Core Areas may be eligible to receive Regional Development Charge (RDC) Exemptions to help cover the cost of remediation.

#### How much can I receive?

The value of the RDC Exemption is based on the sum of direct costs of remediation plus 20 per cent for indirect costs, less any additional financial assistance previously received.

#### What are the eligibility requirements?

- Sites must meet the definition of a Brownfield as set out in By-Law 09-024;
- An applicant must not have been the owner of the brownfield during operational activities of the land use that created the brownfield, nor have been found to be responsible for subject contamination; and
- Sites in property tax arrears are not eligible.

#### What is the process and estimated timeline?

1. To receive the RDC Exemption at the time of building permit issuance, applications should be submitted as soon as possible after the filing of the Record of Site Condition (RSC).\*
2. All applications are screened for eligibility. (One week)
3. Applicants will undergo a review of the eligible remediation cost audit. (One to two weeks)
4. Eligible applications are then submitted to the Brownfield Financial Incentives Committee for approval. (One week)
5. Region notifies Area Municipality of the exemption during the RDC Certification process.

Estimated review and decision time: One month

\*If sufficient time is not allowed for the review of the application, applicants may be required to pay the required RDCs and receive reimbursement after the building permit has been issued.

**What direct remediation costs are eligible for exemption?**

- Phase I Environmental Site Assessments (ESAs);
- Phase II ESAs (only for the portion not already funded);
- Remedial work plans;
- Site-specific risk assessments;
- Environmental rehabilitation;
- Disposal of contaminated soil;
- Placing of clean fill and grading;
- Building demolition costs; and
- Filing of a RSC (provided that at least one other cost item has been incurred).

**What documents are required with an application?**

- Copy of the RSC;
- Acknowledgement letter from the Ministry of the Environment indicating receipt of the RSC;
- Remedial work plan used to achieve filing of the RSC;
- Paid invoices from contractors for remediation work;
- Signed declaration that the subject property is not in property tax arrears; and
- Audit report confirming link between the direct remediation costs and the work plan flowed to achieve the RSC.

All potential applicants are encouraged to discuss their project with the Region and Area Municipality as soon as possible to ensure that anticipated timelines for the exemption may be met.

For more information on the RDC Brownfield Exemption Program, please contact the Region of Waterloo's Brownfield Coordinator or visit: [www.region.waterloo.on.ca/brownfields](http://www.region.waterloo.on.ca/brownfields)