



Open Door Addendum #3, March 13, 2018

Contents

Correction	2
Development Charges (DC) Rebate Program	2
Planning Pre-Application Meeting	3
Funding and Financial Incentives	4
Eligibility and Application Process	5
Review and Evaluation	7

For more information and specific questions, please contact us at opendoor@toronto.ca

Correction

On Page 31 of the Open Door Application Package (Appendix 3- Proposed Rents and Building AMR Calculations), **Mid-Range Market Portion (between 100-150% AMR)** is correct.

Development Charges (DC) Rebate Program

Q1) How does the City determine the amount of development charges exemption or rebate?

A1) Approved applicants will receive a full DC exemption on the proposed affordable units. The amount of development charges rebate for the 2018-19 submissions will be a portion of the 2018 development charges rates per unit type in effect, up to a maximum of 100%. Please note that both DC exemption (for affordable units) and DC rebate (for mid-range rental units) are awarded through a competitive process and should be supported and justified by supplementary documents as requested through the Open Door Program.

Q2) How do we apply for the DC Rebate program if we do not intend to provide affordable housing through the Open Door Program?

A2) In 2018, the Open Door Program's approved projects will be prioritized for receiving DC rebate. In the event that the City's provincial allocation through the DC Rebate program exceeds the rebates requested by the successful Open Door applicants, the City may issue a separate Request for Proposals in 2018 to allocate the remaining funds.

Q3) Is there a timeframe that projects benefitting from the DC Rebate program are required to keep the rents at between 100% and 150% of AMR?

A3) In 2018, only the initial rent for the first occupant of each rental unit must be set between 100%-150% of Toronto's average market rent. Annual rent increases and/ or rents at tenant turnover will be governed by the relevant legislation such as the Residential Tenancies Act, 2006. The units are required to remain rental for a minimum 20 years.

Q4) Are there any requirements through the provincial DC rebate program for the mid-range rentals housing to meet any design criteria?

A4) The provincial DC rebate program does not include any specific design requirements for the mid-range rental units. However, considering that there is a competitive process for allocating DC rebate program funding, proposals that deliver the best overall housing results, (such as family-size units, accessible units and greater relative affordability within the 100-150% AMR range) will score higher during the review and evaluation process.

Q5) How do the DC Rebate Program and the Open Door Program work together?

A5) The Open Door Program, through a competitive process, provides financial and planning incentives for eligible affordable rental housing projects where rents are set at or below 100%

AMR. All affordable units approved through the Open Door Program will be exempted from planning application, building permit, and parkland dedication fees, development charges and property taxes (for the duration of affordability).

The DC Rebate program applies to mid-range rental units with rents set at 100%-150% AMR. The amount of development charges rebate for the 2018 Open Door submissions will be a portion of the 2018 development charges rates per unit type in effect, up to a maximum of 100%.

Planning Pre-Application Meeting

Q6) Please explain how to apply for a planning pre-application meeting and who will attend these meetings from the City?

A6) City Planning Pre- Application Consultation Request Forms and Submission Requirements can be found on the City's website: <https://www.toronto.ca/city-government/planning-development/application-forms-fees/pre-application-consultation/>

There is no fee for a Pre-Application meeting. The words "OPEN DOOR PROPOSAL" should be included in the proposal description on the Pre-Application Meeting Request Form to ensure a meeting can be scheduled within approximately 15 business days. The meeting will be coordinated by an area community planner.

Q7) What should applicants do if pre-application meetings are not arranged in time for the Open Door application deadline?

A7) The City Planning Division is committed to prioritizing the Open Door applicants for pre-application meetings. Applicants are required to include the words "OPEN DOOR PROPOSAL" in the proposal description on the Pre-Application Meeting Request Form to ensure a meeting can be scheduled within approximately 15 business days.

Should the applicant request a pre-application meeting ahead of the submission deadline but still be unable to secure a meeting in time for the Open Door application deadline, please include in your application whether a date for the meeting has been set.

Q8) Should applicants copy staff from the Affordable Housing Office when applying for a pre-application meeting with City Planning? Are AHO staff able to attend these meetings for projects applying to the Open Door Program?

A8) Applicants can notify AHO staff of their pre-application meeting requests. Attending the pre-application meetings will be at the discretion of the Director, Affordable Housing Office.

Please note, the pre-application meetings are not meant to discuss the affordability details of your proposed project or to indicate support or objection to your proposal. The purpose of these meeting are for City Planning staff to assist applicants in identifying potential challenges with policies or standards related to their proposals as well as outline the development application submission requirements and application process/timeline.

Funding and Financial Incentives

Q9) Is there funding available for rooming houses through the Open Door Program?

A9) Creating new affordable rental housing is the main objective of the Open Door Program. Applications for new, licensed and permitted rooming houses will be reviewed as part of the Open Door Program review and evaluation process.

Additionally the City delivers the Toronto Renovates Program using federal/provincial housing repair funding. Apart from helping lower-income seniors and people with a disability to make health or safety repairs or accessibility modifications to their homes, Toronto Renovates also provides funding, when it is available, to repair and renovate licensed rooming houses to ensure they are maintained to proper health and safety standards for accommodation of lower-income Toronto residents.

Q10) How should other funding programs for support services be tied into the Open Door Program?

A10) We encourage the Open Door applicants to layer other program funding for support services into the Open Door Program. You can use the Open Door Program as a base funding for your proposed project and then apply for other programs (including from federal/provincial sources).

Q11) Is there a timeframe during which the approved applicants are required to spend the capital funding contributions?

A11) Applicants are required to submit a development schedule in their open Door application package to outline when the capital funding is required. Approved projects are expected to meet the timelines as proposed in the Open Door application.

Q12) In cases where a project does not apply/ get recommended for capital funding, would that affect the fees, charges and property tax exemptions?

A12) In cases where there is no request for capital funding, or where the City cannot meet the capital funding requested by the applicant, the requested incentives will still be considered and if the application is successful, it will be recommended to Council for approval.

Q13) Please provide some clarification on housing benefits available through the Open Door Program. Are these benefits tied to the affordable homes or to the households? How does including Housing Benefits affect evaluation of an application?

A13) Projects approved through the Open Door Program are required to make 10% of the project's affordable units available to households in receipt of housing benefits from the City. Options for housing benefits are dependent on availability and could include rent supplements, which are tied to the unit, or housing allowances, which are attached to the household. City

staff will work with all approved applicants to develop an access plan for the project which will include details of how the housing benefits requirement would apply to their project.

If a proponent has a partnership with an agency that can provide housing benefits, this can be included as part of the submitted Operating Plan for review and evaluation.

Q14) Are there any additional incentives available for projects that aim to provide deeply subsidized housing through the Open Door Program?

A14) The financial contributions offered through the Open Door Program aim to reduce the construction and operating costs. However, applicants are encouraged to provide additional capital and support funding programs from other sources to increase the affordability of rents and/or the period of affordability.

Eligibility and Application Process

Q15) Are applicants required to submit a detailed shadow study along with their Open Door applications?

A15) Projects are required to demonstrate that the proposed project incorporates sound planning principles in its design, complies with the current site specific zoning, and exemplifies good architecture that fits within the neighbourhood context.

Detailed studies (e.g. shadow studies) are not required to be submitted as part of the Open Door application, but may be required as part of a planning application submission. Please contact City Planning for further details regarding planning application requirements.

Q16) In cases where the project has two phases, should the Open Door application be submitted for the first phase or both phases?

A16) Open Door Program is a multi-year program and therefore multi-phased projects could apply for all phases by submitting one application.

Q17) How does this program cater to small investors with small scale projects? Are there any requirements regarding the size of the proposed development?

A17) Applicants with projects of all project sizes are encouraged to apply to the Open Door Program.

Q18) We are in the process of renovating some existing market units and planning to convert those to affordable rental housing. Would these units be eligible for the Open Door Program?

A18) The Open Door Program is designed to create new affordable rental housing and it does not apply to existing rental housing converting to affordable rental housing.

Q19) I currently own two properties and planning to apply to the Open Door Program for both. Should I submit a separate application for each property or can I submit one application to include proposed plans for both properties?

A19) Submitting one application for both properties is recommended if the properties are contiguous. Otherwise, separate applications should be submitted where there are two separate development sites.

Q20) What are the hydro allowances for 2018 where the affordable housing tenant pays hydro?

A20)

Unit Size	Monthly Hydro Allowance
Bachelor apartment	\$34
1 bedroom apartment	\$34
2 bedroom apartment/ townhouse	\$48
3 bedroom apartment/ townhouse	\$56
4+ bedroom apartment/ townhouse	\$59

Q21) Please provide Toronto's average market rents for rooming houses.

A21) In 2018, the maximum rent for a rooming house unit is set at \$721 which is 60% of the Canada Mortgage and Housing Corporation's average market rent for a one-bedroom rental unit. This is consistent with the provincial affordable housing programs guidelines.

Q22) Is there a cap on how much could be charged for parking and storage for tenants of the affordable homes?

A22) It is encouraged to offer parking and/or storage on an optional basis to affordable housing tenants. Under this circumstance, the charges are not considered as part of the rent and are not required to be capped. Should the affordable housing tenants be required to pay parking or storage fees as part of the monthly rent, the total amount should be at or below 100% average market rent per unit type.

Review and Evaluation

Q23) Are the applicants required to submit a letter of support from their local councillors? If they do, would that be considered a conflict?

A23) There is no requirement to submit a letter of support from the local councillor. Submitting letters of support from elected officials will not be considered a conflict.

Q24) How would applications be scored if they get passing marks on all categories except for the Project Design section?

A24) The application will be discussed in its totality.

Q25) How many applications did you receive last year? And which projects were approved? Were they mainly 100% affordable or a mix of affordable and market units?

A25) In 2017, the City received 22 applications out of which, four were deemed ineligible as they did not include a development site and/or the application was incomplete. Seven projects, including 298 rental units, were recommended following review and evaluation by an interdivisional review committee.

City Council decision on approving 298 Affordable rental homes in Toronto through the 2017 Open Door Call for Applications is available at:
<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.EX27.14>