



ECONOMIC DEVELOPMENT INCENTIVE PROGRAM

APPLICATION PACKAGE

Incentive
programs guide

Application for
municipality

General
administration
provisions

MARCH 2025

Economic Development Incentive Program

Q

A

GENERAL FAQ'S

Q1. Who can apply?

A1. Anybody intending to build new residential, commercial, or industrial development within the Municipality of Lorne.

Q2. Is there a fee to apply?

A2. No

Q3. How do I apply?

A3. You can find the application package at: www.rmoflorne.ca and submit the application in person, by mail or email to:

Municipality of Lorne

307-3rd Street, Box 10, Somerset, MB ROG 2L0

Phone: 204-744-2133 | Email: info@lornemb.ca.

Please ensure all required documentation is included.

Q4. What is the minimum number of dwelling units that need to be built?

A4. One

Q5. Can I have a mix of residential and commercial use?

A5. Yes

Q6. Will the agreement be registered on land title?

A6. No

Q7. What type of units are included in the program?

- A7.**
- Residential dwelling unit
 - A co-operative dwelling unit
 - Owner-occupied dwelling unit
 - Commercial or Industrial Unit

GENERAL FAQ'S

Q Q8. Can I have a mix of affordable units and market units?

A A8. Yes

Q Q9. Can I apply for other funding programs?

A A9. • Yes, this program is intended as a supplementary “top-up” to funding from higher levels of government.

- The project must not have received other incentives or funding through the Municipality of Lorne.

Q Q10. Can I use this program to renovate existing dwelling units?

A A10. Only if you are adding additional units.

Q Q11. What happens after the application is submitted?

A A11. • Submitted applications will be reviewed within 20 business days of submission to ensure it is complete. If your application does not meet the eligibility requirements, you will be notified in writing.

- Applications that are consistent with the as-of-right incentives as outlined in the by-law will be approved or denied by Council.
- The Municipality of Lorne reserves, at its discretion, the right to approve or deny all applications.

Q Q12. What happens if the application is approved?

A A12. • Municipality administration will prepare and execute a Funding Agreement.

- Construction of the approved works may now commence. A building permit is to be issued within 6 months of incentive approval and be completed within 18 months of incentive approval (may apply for one 6-month extension).
- Upon construction completion, the building inspector will conduct a final site visit and inspection (as necessary) to ensure compliance with the Agreement.
- The owner is to contact the Municipality in advance of any deviations from the approved design or Agreement. If the owner does not carry out its obligations under the Agreement, they shall pay to the Municipality the entire amount of benefits conveyed under the agreement, together with any applicable costs and interest.

Q Q13. Where can I find out more information?

A A13. • The by-law for this program can be accessed through [By-laws](#)

- **Contact the Municipality of Lorne at:** Email: info@lornemb.ca Phone: 204-744-2133



Economic Development Incentive Program Guide

TERMS AND CONDITIONS

1. The title holder must submit to the Municipality of Lorne an application for a building or development permit during the program period.
2. The program supports new dwelling unit creation including: New Building construction, additions, or conversions of existing non-residential commercial and industrial to residential within the Municipality of Lorne.
3. The grant pertains to:
 - a. The percentage of the annual municipal portion of taxes being levied against the new or existing building value, and
 - b. The number of dwelling units being created or added
4. The grant can commence in either the first full calendar year or added tax year after construction completion.
5. Payment to successful applicants will be made in accordance with:
 - a. Table 1: Grant per Dwelling Unit,
 - b. Table 2: Property Tax Rebate,
 - c. Table 3: Municipal Permit Fee Rebate
6. Property tax rebate cannot exceed more than 100% of the municipal tax portion. The dollar value determined in Year One will form the basis of calculations for future years to provide applicants with exact value over the duration of grant.
7. Grant calculations for the calendar year in which the development/building permit is issued is shown in Table 1, Table 2, and Table 3.
 - a. As outlined under Table 1, the one-time grant per dwelling unit applied to the new housing units being added.
 - b. As outlined under Table 2, the percentage is applied to the municipal tax on the first tax bill and forms the basis for years two through four.
 - c. As outlined under Table 3, the development fees and charges are applied to the cumulative fees associated with the development and building permit application process.
8. All eligible applications must result directly from an approved development and or building permit application from the Municipality.
9. Application to this program must be made at any time before 60 days of the construction start date;
10. All municipal and educational taxes must be paid in full on the subject lands on or before October 31 of the current tax year.

DEFINITIONS

Program Period

Any building or development permit issued after January 1, 2025, for a eligible housing development project may make an application under this grant program to the Municipality subject to funding availability and Municipal approval.

Application Period

The Municipality will accept applications for the next calendar year up to November 30th of the current calendar year. Any applications submitted in the month of December will be approved for the following incentive year due to budget planning requirements for the Municipality. Titleholders must make an application at time of development and or building permit, but the application will only be processed upon a complete review by the Municipality.

Table 1: Grant Per Dwelling Unit

Number of Units	Rebate per unit
8+ units	\$25,000/unit
4-7 units	\$15,000 /unit
1-3 units	\$10,000/unit

Table 2: Property Tax Rebate

Development Type	Year One	Year Two	Year Three	Year Four
New commercial /industrial development	100%	100%	50%	50%
Expansion & renovation to existing business	100%	100%	50%	50%
New multi-unit residential development	100%	100%	50%	50%
Expansion or renovation to multi-unit residential that results in new additional units (net increase)	100%	100%	50%	50%

Table 3: Municipal Permit Fee Rebate

Unit	Municipal Permit Fee Rebate
New single-family residential construction dwelling units	100% of Development Permit, Building Permit Fees as invoiced by the South Central Planning District

Economic Development Incentive Program Application Form

GENERAL INFORMATION AND INSTRUCTIONS

1. Before filling out this application form, please read the attached Program Guide (pages 1-4). The Program Guide describes the purpose and basic terms and conditions of the Economic Development Incentive Program.
2. If an agent is acting as the applicant for the property owner, please ensure that the required authorization is completed and signed by the owner as provided in the application form.
3. If you find insufficient space on this form to respond to questions, please provide additional information on a separate page and attach it to your completed application form.
4. Please ensure that the application form is complete and all required signatures and supporting documents have been supplied.
5. Please print (black or blue ink preferred) the information requested on the application form.
6. There is no application fee.
7. You can find the application package at: www.rmoflorne.ca and submit the application in person, by mail or email to:

Municipality of Lorne

307-3rd Street, Box 10
Somerset, MB R0G 2L0
Phone: 204-744-2133
Email: info@lornemb.ca

Please ensure all required documentation is included.

If you require any additional information or clarification regarding zoning matters, please contact:

Brent Baete, Building Inspector

South Central Planning District
130 Broadway Street, P.O. Box 40, Holland, MB R0G 0X0
Phone: 204-526-2800
Fax: 204-526-2028
www.scpd.ca
bbaete@scpd.ca

ECONOMIC DEVELOPMENT INCENTIVE PROGRAM APPLICATION FORM

1. APPLICANT INFORMATION (PLEASE PRINT)

Name of Applicant:

Mailing Address:

Telephone Number:

E-mail:

Name of Property Owner:

(if different from Applicant)

Mailing Address:

Telephone Number:

E-mail:

Name of Contact:

(if different from Applicant)

Mailing Address:

Telephone Number:

E-mail:

2. PROPERTY INFORMATION

Address of Property:

Assessment Roll Number:

Existing Property Use:

Current Zoning Classification:

Is re-zoning required for the completion of this project?

Yes

No

Is property designated as a Municipal Heritage Site?

Yes

No

Are there any outstanding orders relating to this property? Yes No

If yes, describe:

Are there any outstanding utility charges on this property? Yes No

If yes, describe:

Are there any outstanding amounts owing to the Municipality of Lorne for this property? Yes No

If yes, describe:

3. CONSTRUCTION SCHEDULE (APPROXIMATE)

Start Date: End Date:

4. TAX INFORMATION

Current Assessed Value of Property (\$): Year:

Current Assessed Value of Buildings (\$): Year:

Current Property Taxes (Annual) (\$): Year:

5. PROJECT DESCRIPTION

Describe the proposed project:

AFFORDABLE OR MARKET	# OF UNITS	UNIT TYPE Bachelor OR # of Bedrooms	UNIT SIZE (sq ft)
Affordable housing means total housing costs (mortgage/rent + utilities) will be less than 30% of the average median household income for the area.			

6. FUNDING

Estimated Construction Value (\$):

7. REQUIRED SUPPORTING DOCUMENTATION

Check off those for which you have included the required supporting documentation.

- a site plan if proposing a new building or building addition
- specifications of the proposed project, including a development plan for the improvements to be completed and preliminary construction drawings
- project development schedule
- status of title or an accepted offer to purchase for the site proposed, current within 30 days of the application
- environmental assessments (if necessary)

8. OWNER'S AUTHORIZATION (to be completed if an Agent is representing the property owner)

I, , being the registered owner of the subject lands hereby authorize to prepare and submit this application for the Economic Development Incentive Program.

Signature of Owner: _____ Date:

9. LEGAL

- I / WE HEREBY APPLY for an incentive/grant under the Municipality of Lorne Economic Development Incentive Program.
- I / WE HEREBY AGREE to abide by the terms and conditions of the grant/incentive programs.
- I / WE HEREBY AGREE to enter into an agreement with the Municipality of Lorne that specifies the terms of the incentive(s)/grant(s).
- I / WE HEREBY CERTIFY that the Information contained in this application is true, correct and complete in every respect and may be verified by the Municipality of Lorne by such inquiry as it deems appropriate, including inspection of the property for which the application is being made.
- I / WE HEREBY CERTIFY that as of the date of this application, no work has commenced on the project or if project has started it began after January 1, 2025.
- I / WE HEREBY CERTIFY that the project will be started within six (6) months of receiving approval, it will be in continuous development for the length of the project and be completed within 18 months of the date of approval.
- I / WE HEREBY AGREE that if any statements or Information in this application or submitted in support of this application are untrue, misleading or there is a material omission, the application may be rejected or not approved, or the incentive(s)/grant(s) may be delayed, reduced, or cancelled.
- I / WE HEREBY GRANT permission to the Municipality, or its agents, to inspect the property that is the subject of this application.
- I / WE HEREBY AGREE that the incentive(s)/grant(s) may be delayed, reduced, or cancelled if the work is not completed, or not completed as approved.
- I / WE HEREBY AGREE the program(s) for which application has been made herein is subject to cancellation and/or change at any time by the Municipality in its sole discretion, subject to the terms and conditions specified in the Program. Participants in the program whose application has been approved and who has entered into an agreement with the Municipality of Lorne will continue to receive their incentive(s)/grant(s), subject to their agreement.
- I / WE HEREBY ACKNOWLEDGE that all incentives/grants will be calculated and awarded in the sole discretion of the Municipality of Lorne. Notwithstanding any representation by or on behalf of the Municipality of Lorne, or any statement contained in the program, no right to any incentive/grant arises until it has been duly authorized, subject to the applicant meeting the terms and conditions of the program and the agreement. The Municipality of Lorne is not responsible for any costs incurred by the Owner / Applicant in any way relating to the program, including, without limitation, costs incurred in anticipation of an incentive/grant.
- I / WE HEREBY AUTHORIZE the Municipality of Lorne to share the information provided in this application with other levels of government, including but not limited to provincial and federal agencies, that administer affordable housing programs. This information will be shared solely for the purpose of facilitating and streamlining the application process for affordable housing incentives.

Applicant Name (Print)

Signature

Date



General Administration Provisions

The provision of any financial grant/incentive is subject to the following general administration provisions:

- Owners of properties within the Municipality of Lorne are eligible to apply for funding under the incentive programs. Application may be made on a “first come, first served basis” to the limit of the available funding, provided all eligible criteria and conditions are met. Where applicable, an agent may apply for funding with the written consent of the property owner.
- Property taxes must be and remain in good standing at the time of application and throughout the length of any incentive/grant commitment.
- All proposed development shall conform to the Zoning By-law and other planning requirements. There shall be no outstanding work orders issued by the Municipality against the property. In addition, all improvements shall be made pursuant to a building permit and constructed in accordance with the Manitoba Building Code where required.
- Any property that has a heritage designation must be in compliance with the Heritage Resources Act in order to be eligible.
- The Municipality may, at its discretion, extend or discontinue the program when and as it deems appropriate. Notwithstanding this, participants in the program may continue to receive approved incentives/grants after the closing of the program as determined through individual agreement with the Municipality and subject to available funding approved by the Municipality.
- Final decisions with respect to the applications and the allocation of funds (for as of right incentives) shall be made by Municipal Council.
- Continuation of the Program requires funding either through the annual Capital Budget, or other levels of government and is subject to Municipality Council approval.

**ECONOMIC DEVELOPMENT INCENTIVE PROGRAM
APPLICATION PACKAGE**

MARCH 2025

FOR OFFICE USE ONLY

Date received:

Received by:

Reviewed by:

Date submitted to CAO:



MUNICIPALITY OF LORNE

307-3rd Street, Box 10
Somerset, MB R0G 2L0
Phone: 204-744-2133
info@lornemb.ca