



# 2010 Final Tax Bill

Commercial, Industrial & Multi-Residential  
August 2010

## YOUR 2010 TAX BILL IS ENCLOSED

### DUE DATES

Your tax billing for final taxes for 2010 is due in two instalments as follows:

**Friday, October 1, 2010**  
and  
**Monday, November 1, 2010**

Together with the two interim instalments from earlier this year, this brings the total number of instalments to four. This is our normal non-residential billing cycle. Residential final tax bills are issued during June, however, the complexity of the Capping program required additional preparation time.

### CAPPING PROGRAM

The Capping Program adopted in York Region is as follows:

1. Assessment-related property tax increases are limited to an amount which is the greater of:
  - a) 10 % of the previous year's annualized property taxes, or
  - b) 5 % of the previous year's property taxes at Current Value Assessment (CVA) level of taxation.
2. Capped properties within \$250 of full CVA taxes will be taxed at the CVA level of taxation.
3. Clawed back properties within \$250 of CVA taxes will be taxed at the CVA level of taxation.
4. Properties eligible for new construction/new to class treatment will be taxed at a minimum of 100 % of full CVA level of taxation for the 2009 taxation year and beyond.

5. For the 2009 and future taxation years, properties that were at their full current value level taxes in the prior taxation year remain at their full current value level taxes in the current taxation year. Properties that were changing from being capped (protected) to clawed back from the prior taxation year, are instead excluded from the capping calculation and would be set equal to its uncapped full current value taxes. Properties that were changing from being clawed back to capped (protected) from the prior taxation year, are instead excluded from the capping calculation and would be set equal to its uncapped full current value taxes.
6. Limits will continue to be funded by clawing back taxes on properties eligible for a tax decrease.
7. Municipal budgetary changes will continue to flow through beyond these limits and are not subject to the cap.

### ASSESSMENT VALUES FOR 2010 TAXATION

The assessment values used for 2010 taxation are based on property values as at January 1, 2008.

Your assessed value is independently established by the Municipal Property Assessment Corporation (MPAC). The deadline to file a Request for Reconsideration (RFR) with MPAC was March 31, 2010. The deadline to file an assessment appeal with the Assessment Review Board was March 31, 2010. For further information, you may contact MPAC at 1-866-296-6722 or visit [www.mpac.ca](http://www.mpac.ca).

Please note that if you have already appealed your 2010 assessment value, taxes are still due and payable as billed. Refunds will be issued, if applicable, when the appeal is processed.

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**Please be advised that the Town's Municipal Offices will be closed for the Thanksgiving holiday on Monday, October 11, 2010.**

**If you have any questions regarding your taxes, contact the Town of Richmond Hill by: phone (905) 771-8949; fax (905) 771-2501; or email [revenue@richmondhill.ca](mailto:revenue@richmondhill.ca).**

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**PRE-AUTHORIZED DEBIT PLAN**

The Town offers two Pre-Authorized Debit Plans: a plan that withdraws your tax payments on the normal instalment due dates four times per year and a 10-month debit plan.

**Please note:** Due to the complexities of the capping program for commercial, industrial and multi-residential properties, we are unable to provide five instalments for the final bill. The withdrawal dates for the 2010 final bill for those property owners on the Monthly Pre-Authorized Debit Plan will be Friday, October 1, Monday, November 1 and Wednesday, December 1, 2010.

**VACANCY REBATE PROGRAM**

The Vacancy Rebate Program utilizes a real-time approach for handling vacant business properties. Please note that the onus is on the property owner to initiate the application and to provide the Town with proof supporting the period of vacancy. Failure to do so will result in the rejection of the application. In order to ensure that the rebate application is approved, your application should include the following documentation:

- copy of the executed lease, indicating the term of lease with the last tenant who occupied the property prior to commencement of vacancy
- copy of the executed lease or offer to lease, indicating the term of lease with the next tenant to occupy the subject premises if it becomes occupied within the year of application
- copies of fully executed commercial listing agreements applicable to the vacancy period
- copies of the rent roll
- map or drawing of property as a whole clearly indicating the square footage of the rentable area of the vacant portion and its location relative to the entire property
- name, forwarding address and telephone number of last tenant prior to the vacancy period
- name and mailing address of the first tenant to occupy the premises upon completion of the vacancy period
- copies of advertisements in the print media if applicable

To be eligible for a vacancy rebate, an application must be provided to the Town by Monday, February 28, 2011 and a property must:

- be a commercial or industrial property, multi-residential properties are not entitled to the vacancy rebates
- be vacant for a period of at least 90 consecutive days, this does not include seasonal properties
- have a vacant area that is clearly delineated or physically separated from the used portions of the buildings
- be capable of being leased or undergoing renovations to be leasable
- not be leased, e.g. a property that is under lease but not occupied would not qualify, more specifically, the property is not eligible for rebate if a lease term is in effect
- have been occupied at some point, e.g. new buildings that have never been occupied are not eligible for rebate

**IMPACT ON LANDLORDS AND TENANTS**

Landlords of commercial and industrial properties are required to cap increases and pass on decreases to their tenants. Legislation allows for certain adjustments for various factors, such as changes in tenancy, appeals and changes in municipal budgetary requirements. The Town encourages landlords to seek legal advice as Revenue Services does not involve itself with Landlord/Tenant issues.

**IMPORTANT FACTORS**

These are the factors used in calculating the 2010 Non-Residential Tax Bills:

Tax Class	Capping %	Claw Back	Municipal Levy Change
Commercial	10 %	66.3231 %	0.2446 %
Industrial	10 %	77.7440 %	0.2470 %
Multi-Residential	10 %	0 %	0.4582 %

**MULTI-RESIDENTIAL TAX REDUCTION**

Legislation mandates that tax reductions of 2.5 % or greater must be passed on to the benefit of tenants of multi-residential property. Tenants are legally entitled to reduce their rents. The Town is obligated to notify property owners and tenants of all properties which meet the mandatory reduction criteria.

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