
Planning Services**Community Improvement Plan (2020CIP)****APPLICATION FOR:****FAÇADE IMPROVEMENT PROGRAM (FIP)**

1. Before applying, it is essential that you read the [Guidelines for the Façade Improvement Program \(FIP\)](#). The Program Guidelines contain important information regarding Minimum Application Submission Requirements, Minimum Program Eligibility, Criteria, Process and Timelines.
2. Please ensure that all of the required information and submission materials are provided to ensure it is a Complete Application. Any application which is incomplete will not be processed.
3. Please type or print legibly the requested information on the Application form.

PART A: APPLICATION INFORMATION

1. Has the Applicant discussed/ reviewed proposed project with a member of Planning Services staff. If yes, please provide name of staff member, date of review: _____
2. Application Type

An application may be made for more than one building façade improvement grant on a site. In addition, application may also be made for the following:

- a Heritage FIP grant (HFIP) for a building façade improvement involving heritage restoration

- provision of permanent hard landscaping components as part of a building façade improvement

Application is being made for: (check✓ applicable box)

Building Façade Elevation	Type of Grant		Provision of Hard Landscaping Component
	FIP	HFIP	
North facing			
South facing			
East facing			
West facing			

3. Minimum Application Submission Requirements

Please confirm that the following minimum submission materials are included and attached for each building façade Improvement applying for (check✓ box):

- Proposed Façade Elevation Concept Plan []
- Detailed Façade Elevation Plan, indicating all façade improvement components and dimensions []
- Detailed estimate of Total and Eligible Project Costs []
- Current Pictures of Façade Elevation []
- Declaration of other Incentives []
- Declaration of No Arrears on Subject Property []

4. Other Applications

- i) Identify if there are any other current applications on the subject property (official plan/ zoning by-law amendment; consent; minor variance; site plan)

- ii) Is an application also being made for other agency project incentives: yes [] no []
If yes, specify name of provider and value of incentive _____

PART B: OWNER, APPLICANT INFORMATION

1. Registered Property Owner(s)

Registered Property Owner Address

Contact _____

Phone Number _____

PART E: PROJECT SCHEDULE / PROJECT COSTS

Provide Estimated Project Timeline, Total Project Costs and Eligible Project Costs for each building façade improvement.

Building Façade Elevation	Start Date (month / yr.)	Completion Date (month / yr.)	Total Project Cost (\$)	Eligible Project Costs (\$)
North facing				
South facing				
East facing				
West facing				

PART F: Acknowledgement / Authorization/ Declaration

Acknowledgement

I, _____ as the Owner of the land that is the subject of this
(Name of Owner – printed)

application, acknowledge that **I DO** [] / **I DO NOT** [] have a pecuniary interest in the Costs as is required and provided with this application (check✓ appropriate box).

Declaration

I, _____ of the Municipality of _____,
(Name of applicant - printed)

solemnly declare that:

All statements contained in this application are true, and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

Declared before me at the _____)

of _____)

in the _____)

of _____)

this _____ day of _____ 20__)

Signature

A Commissioner