
Planning Services**Community Improvement Plan (2020CIP)****APPLICATION FOR:**

(please check✓ box for program applying for)

☐ **Tax Increment Finance Program (TIF)**☐ **Brownfield Tax Increment Finance Program (BTIF)**

1. Before applying, it is essential that you read the Guidelines for the **Tax Increment Finance Program (TIF)** and the **Brownfield Tax Increment Finance Program (BTIF)**. 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. Date of Attendance at Pre-Consultation Meeting to review Project Proposal**

(pre application requirement)

Date (DD/MM/YYYY)

2. Minimum Application Submission Requirements

Please confirm that the following minimum submission materials are included and attached with the application (check✓ box):

- ☐ OLS Property Survey
- ☐ Detailed Project Proposal (including site plan, concept plans)
- ☐ Detailed Estimate of Total and Eligible Project Costs
- ☐ Detailed Estimate of Project Timeline
- ☐ Post-Development MPAC Estimate
- ☐ Declaration of other Incentives
- ☐ Declaration of No Arrears on Subject Property

• Additional Submission Requirements for a BTIF Application:

- ☐ Phase I Environmental Assessment
- ☐ Phase II Environmental Assessment
- ☐ Remedial Work Plan

3. For a TIF project, indicate if the following has been completed on the property within the past 5 years (check✓ box):

- ☐ Phase I Environmental Assessment
- ☐ Phase II Environmental Assessment
- ☐ Record of Site Condition (RSC) or other approval by the Ministry of Environment, Conservation and Parks (MECP) to permit proposed use

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; plan of subdivision/ condo.)

- ii) Does the project require future development approvals (check✓ box):

- ☐ Site Plan Approval
- ☐ Plan of Subdivision/Condominium
- ☐ Other, please specify

- iii) Is an application also being made for (check✓ box):

- ☐ 2020CIP Brownfield Tax Assistance (BTA) Program
- ☐ Provincial Brownfield Financial Tax Incentive (BFTIP) Program
- ☐ Other agency project incentives:

If yes, specify name of provider and value (\$) of the incentive

PART B: OWNER, APPLICANT INFORMATION

1. Registered Property Owner(s)

Name(s) _____

Address(es) _____

Phone _____

Fax _____

Email Address _____

Signature _____

Date (DD/MM/YYYY) _____

2. Applicant

Name _____

Address _____

Title
(owner, president, agent, etc.) _____

Phone _____

Fax _____

Email Address _____

Signature _____

Date (DD/MM/YYYY) _____

IF THE APPLICANT IS NOT THE OWNER, ITEM # 3 BELOW MUST BE COMPLETED

3. AUTHORIZATION (Must be filled in if the applicant and/or agent is not the registered owner of the land) ***PLEASE PRINT***

I/We _____

hereby authorize and direct _____

to make this application on the property known municipally as _____
for which I am/we are the registered owner(s).

Witness

Signature

Date

Address

4. MORTGAGES, CHARGES, AND OTHER ENCUMBRANCES

List the names and addresses of all mortgages, holders of charges or other encumbrances with respect to the subject land(s)

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PART C: PROPERTY INFORMATION

1. Address of Subject Property(s)

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2. Legal Description of Subject Property(s)

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3. Property Size _____ Hectares

4. Existing Official Plan Designation

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5. Existing Zoning By-law classification

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6. Heritage Designation (check ✓ applicable box)

Is the property designated under any of the following:

- ☐ Part IV of the Ontario Heritage Act
- ☐ Part V of the Ontario Heritage Act
- ☐ Listed as a Non-Designated Property of Cultural Heritage Value or Interest on the Municipal Heritage Register

7. Property Use/ Site Condition

i) Describe current property use, including all existing buildings and structures

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ii) If subject lands are vacant, what was previous use on the property

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PART D: PROJECT INFORMATION

1. Proposed End Use (check✓ box)

- ☐ Residential ☐ Commercial ☐ Mixed Use (residential/commercial)
☐ Other

2. Please provide an overview of proposed Project

(Summary of detailed project brief required as part of application submission requirements)

3. Type/Number of Residential Dwelling Units proposed

Type	Number of Units	Number of Affordable Rental Dwelling Units (ARDU's)
Apartment		
Single Detached		
Semi-Detached		
Townhouse		
Duplex		
Triplex		
Fourplex		
TOTAL # of Units		

4. Non- Residential uses proposed

Type	Number of Units	Gross Floor Area (GFA) (m ²)
Retail /Service Commercial		
Office		
Institutional		
Recreation		
Other:		
TOTAL		

5. Phased Development

If project is to be phased, indicate the following for each phase

Phase	Size (Ha)	Dwelling Units		# of ARDU's	Non-Residential Uses		
		#	Type		Type	# of Units	GFA (m ²)
1.							
2.							
3.							
4.							
TOTAL							

6. Value Added Components

Identify Value Added components

i) sustainable site design

innovative green technologies/ stormwater management, green roofs, solar panels, electric vehicle charging stations, permeable pavement, etc.

ii) public area/ streetscape contribution

street furniture/ fixtures, public court yard/ walkway, enhanced landscaping/ greening, transit amenities, connectivity, etc.

PART E: PROJECT SCHEDULE

Provide Estimated Project Timeline (month/year)

1. For TIF Projects

Phase	Start Date (month/year)	Completion Date (month/year)
1.		
2.		
3.		
4.		

2. For BTIF Projects

Phase	Remediation Stage		Development Stage	
	Start Date (month/year)	Completion Date (month/year)	Start Date (month/year)	Completion Date (month/year)
1.				
2.				
3.				
4.				

PART F: PROJECT COSTS

1. **Estimated Total Project Costs** \$ _____
2. **Estimated Total Eligible Project Costs**
(see Program Guidelines) \$ _____
3. **For BTIF Projects, also indicate:**
Estimated Remediation Costs \$ _____

PART G: 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