



Application Form

Community Improvement Plan

FOR OFFICE USE ONLY

Date Received:

FILE NUMBER:

CIP Town File Manager:

Expression of Interest Submitted:

Date of Pre-Consultation:

This application form must be completed in its entirety and submitted to the Town for consideration.

Before you complete this Application Form you must consult with the Planning Department to determine whether the Community Improvement Plan is applicable to the property and works proposed. Complete submissions are required to ensure that the file can be processed. **Incomplete applications will be returned for re-submission.** All sections must be completed or marked "N/A" (not applicable), as the case may be.

Please refer to the Community Improvement Plan for detailed information on each grant.

A. Community Improvement Plan Grant Application Checklist

Please use the Checklist before submitting an application to ensure the following is completed:

Fully complete all parts of the application form

Sign the application form in all appropriate locations and obtain the signed authorization of the owner, if you are not the property owner

Copy of signed Pre-Consultation form

General description of proposed works to which this grant application would apply

Submit materials as part of the relevant 'Minimum Submission Requirements' by type of grant

- May include a minimum of two cost estimates for the proposed works, detailed drawings and photographs

B. Type of Grant Request and Amount Requested, where applicable

Façade, Building and Property Improvement Grant, \$ _____

Downtown Residential Improvement Grant, \$ _____

Commercial At-Grade Conversion Grant, \$ _____

Public Art Grant, \$ _____

Publicly-Owned-Public Spaces (POPS) Grant, \$ _____

Heritage Grant, \$ _____

Catalytic Development Grants:

Brownfield Tax Remediation Tax Assistance

Rental Development Grant

Business Development Grant

C. Applicant Information

1. Prime Contact (all communication will be direct to the Prime Contact):

a. Name of Prime Contact

b. Address of Subject Property

c. Legal Description of Subject Property

d. **Contact information including:** Main Telephone Number/Cell Phone Number, Email and Mailing Address

2. Registered Owner(s) – if different, of the subject property and their contact information including: Telephone Number/Cell Phone Number, Email and Mailing Address

3. Tenant Contact Information (if applicable) including Telephone Number/Cell Phone Number, Email and Mailing Address

4. Agent Contact Information (if applicable) including Telephone Number/Cell

D. Owner's Authorization

I, (we) _____, being the registered
(Name(s) of owner, individuals or company)
owner(s) of the subject lands, hereby authorize

_____ to prepare and submit -
(Name of Agent) the enclosed application to the Town of New Tecumseth, to appear on
my behalf with regard to the Application, and to provide any information or materials
required by the Council of the Town of New Tecumseth relevant to the application.

Signature of Owner(s)

Date

Note: If the owner is an incorporated company, the company seal shall be applied. If there is not a company seal, a statement of authority to bind is required.

E. Declaration – Must be signed by the applicant in the presence of a Commissioner

I (we), _____, of the _____
of _____, City/County/Region of

_____ solemnly declare that all the statements contained in
this application and all supporting documentation are true, and I (we) 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.

By signing this application form, I also confirm that I have read and understand the
information included in the Community Improvement Plan.

DECLARED before me at the _____ in the
City/County/Region of _____ this _____ day

of _____, _____.

Signature of Owner(s) or Authorized Agent

Signature of Commissioner

Signature of Owner(s) or Authorized Agent

F. Covenant

I/We hereby apply for a grant(s) and/or loan(s) under the Community Improvement Plan for:

(municipal address of the subject property)

I/We understand that any grant(s) and/or tax assistance issued will be subject to a written agreement with the Town.

I/We understand that the grant(s) and/or tax assistance may be reduced or cancelled if the work(s) is not completed or is not carried out in the manner for which the grant(s) and/or loan(s) may be approved.

I/We understand and consent to all terms and conditions of the grant(s) and/or tax assistance program(s).

I/We certify that all information provided on this form and as attached is true and complete in every respect and I/We grant consent to the Town to investigate and verify its authenticity in order to assess eligibility for the grant(s) and/or tax assistance.

I/We understand and consent to periodic inspections by the Town and that the works that are subject to any approved grant(s) and/or tax assistance shall be carried out in accordance with all applicable legislation.

Signature of Applicant

Date

G. Note

PERSONAL INFORMATION PROVIDED ON THIS FORM IS COLLECTED UNDER THE LEGAL AUTHORITY OF THE PLANNING ACT R.S.O. 1990 c.P.13 AS AMENDED. THIS INFORMATION WILL BE USED TO REVIEW AND PROCESS THE APPLICATION.

INFORMATION ON THIS APPLICATION AND ANY DOCUMENTATION SUBMITTED WITH IT BECOMES THE PROPERTY OF THE TOWN OF NEW TECUMSETH. THIS INFORMATION IS COLLECTED AND MAINTAINED FOR THE PURPOSE OF CREATING A RECORD THAT IS AVAILABLE TO THE GENERAL PUBLIC PURSUANT TO SECTION 27 OF THE MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT, R.S.O. 1990 C. m.56, AS AMENDED.

QUESTIONS REGARDING THE COLLECTION OF INFORMATION CAN BE DIRECTED TO THE CLERK, TOWN OF NEW TECUMSETH.

H. Application Submission Information

When you are ready to submit the required application(s), please submit the digital files to planning@newtecumseth.ca. Please courier or drop off the physical copies to the Town Administration Centre at 24 Tupper St. W., Alliston, ON, L9R 1H2 attention: PLANNING DEPARTMENT – CIP.

I. Disclaimer

Any comments made at the Pre-consultation meeting are preliminary and subject to further review and circulation at the time of a complete and formal application submission. Commenting on the proposal will not imply or suggest any decision to either support or refuse the application. Further, participating in a Pre-consultation meeting does not allow the undertaking of construction and/or site alteration or guarantee any approvals. Please note Town requirements are subject to change.

If at any time you have questions or concerns regarding your application, please contact the Planning Department and request for the Town File Manager.

Planning Department
Town of New Tecumseth
24 Tupper Street West
Alliston, Ontario L9R 1H2
Tel: (705) 435-3900
Website: www.newtecumseth.ca
Email: planning@newtecumseth.ca