



City of Dryden

Community Improvement Plan 2019

OFFICE USE ONLY

Application Number: _____

Date Received: _____

Recommendation: _____

Decision: _____

FINANCIAL INCENTIVE PROGRAM APPLICATION FORM

A: APPLICANT'S INFORMATION

(1) Registered Property Owner(s)

Name: _____

Mailing Address: _____

Postal Code: _____

Phone No.: _____

Email Address: _____

(2) Applicant (if different from Registered Property Owner):

Name: _____

Mailing Address: _____

Postal Code: _____

Phone No.: _____

Email Address: _____

(3) Authorized Agent (if different from Registered Property Owner):

Name: _____

Mailing Address: _____

Postal Code: _____

Phone No.: _____

Email Address: _____



(4) If known, please describe any other encumbrances, charges, or other holders of mortgages on the lands. Please provide the names of the individuals.

(5) Indicate to whom correspondence regarding this application should be sent:

☐ Registered Property Owner ☐ Applicant ☐ Authorized Agent

PLEASE NOTE:

If the applicant is not the Registered Property Owner, please ensure that the required authorization is completed and signed by the Registered Property Owner as provided in Section H of this application form. In absence of the Authorization of Owner, no further consideration of the application will be made.

A pre-application consultation meeting is required before your application can be accepted by the City. The City will help you complete this application and advise you of your eligibility for the available financial incentive programs. The City will also indicate which supporting materials are required for your application (Section G).

Please contact us with any questions and/or to arrange a meeting to discuss your application:

Tyler Peacock
Economic Development Manager
City of Dryden
30 Van Horne Avenue
Dryden, ON P8N A27
Phone: 807-223-2225, ext. 159 | Toll Free: 1-877-737-9336 ext. 2 | Fax: 807-223-6141
Email: TPeacock@dryden.ca

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B: DESCRIPTION OF YOUR PROPERTY

(1) Please indicate the location of the property or unit subject to this application.

Street Address: _____
Municipality: _____
Legal Description: _____
Roll Number: _____

(2) Describe the existing use(s) on the subject property. List the buildings and structures located on the property, and describe their condition.

(3) Please indicate if there is any known municipal heritage designation that is applicable to the subject property (i.e. designation under the *Ontario Heritage Act*).

(4) Is the subject property a corner lot (located at an intersection of two roads)?

☐ Yes ☐ No

If **Yes**, please indicate the names of the two roads that the subject property fronts on to:



C: DESCRIPTION OF THE PROJECT

(1) Please describe the proposed improvement project.

**(2) Have you recently completed or started any improvement works to the subject property?
Please describe any recent work that has been completed or is underway.**



D: ELIGIBILITY CONSIDERATIONS

(1) Have you discussed your application with the City (i.e. have you arranged for a pre-application consultation meeting?)

☐ Yes

☐ No

If Yes, please indicate the date and the name of the person(s) you met with:

(2) Is the subject property or unit located within the currently designated Community Improvement Project Area? (i.e. within the City of Dryden municipal boundary)

Note: Your property must be within the current Community Improvement Project Area in order to be considered eligible for financial incentive programs.

☐ Yes

☐ No

(3) Does the property have any outstanding tax arrears, area rates, or other charges?

Note: The subject property must not have any outstanding tax arrears in order to be eligible (even if you are a tenant).

☐ Yes

☐ No

(4) Have you previously applied for a financial incentive program through the Community Improvement Plan?

☐ Yes

☐ No

(5) If you answered Yes to (4) above, please provide the date and an explanation of your previous financial incentive program application, and how it relates to this application.

(6) Are any other approvals required in relation to your project? For example, is an Official Plan Amendment, Zoning By-Law Amendment, minor variance, Site Plan, building permit, or demolition permit required?

☐ Yes

☐ No



(7) If you answered Yes to (6), please list the required approvals for the project using the space below. Please indicate the status of the approvals (for example, “application submitted”, “not submitted”, or “approval received”).

Required Approvals:	Application Status:

(8) Have you secured, do you intend to apply for, or do you anticipate receiving funding from other government bodies and/or non-profit organizations for the project?

☐ Yes

☐ No

(9) If you answered Yes to (8) above, please list the funding sources. Please indicate the status of their approvals (for example, “application submitted”, “not submitted”, or “approval received”).

Funding Source:	Application Status:



E: FINANCIAL INCENTIVE PROGRAMS

(1) Please check which financial incentive programs you are applying for. Each program is associated with specific eligibility criteria, as detailed in Sections 6.1 to 6.14 of the Community Improvement Plan.

Note: Applicants are encouraged to apply for more than one (1) program if they are eligible to do so, subject to the program-specific eligibility criteria and the General Eligibility Requirements in Section 7.3 of the Community Improvement Plan.

Accessibility Grant	<input type="checkbox"/> I want to apply for a grant of up to 50% of the eligible construction costs, to a maximum of \$15,000, for an accessibility improvement project.
Affordable Housing and Seniors Housing Grant	<input type="checkbox"/> I want to apply for a grant of up to 50% of the eligible project costs, to a maximum of \$5,000, for an affordable housing and/or seniors housing study project.
Brownfield Property Tax Assistance Program	<input type="checkbox"/> I want to apply for a grant for the cancellation or deferral of all or part of the property tax increase on the subject property that is undergoing or has undergone remediation and development, to assist with payment of the environmental remediation costs.
Commercial and Rental Housing Conversion and Expansion Grant	<input type="checkbox"/> I want to apply for a grant to a maximum of \$5,000 per project and/or property for a commercial and/or rental housing conversion / expansion project.
Energy Efficiency Grant	<input type="checkbox"/> I want to apply for a grant of up to 50% of the eligible project costs, to a maximum of \$15,000, for an energy efficiency project.
Environmental Site Assessment (ESA) Grant	<input type="checkbox"/> I want to apply for a grant equivalent of up to 50% of the cost of undertaking an eligible environmental study, to a maximum of \$3,000 per study, and a maximum of two (2) studies per property/project.
Façade Improvement Grant	<input type="checkbox"/> I want to apply for a grant of up to 50% of the eligible construction costs, to a maximum of \$15,000, for a building façade improvement project.
Landscaping and Parking Area Improvement Grant	<input type="checkbox"/> I want to apply for a grant of up to 50% of the eligible construction costs, to a maximum of \$15,000, for a landscaping and/or parking area improvement project.
Municipal Land Disposition Program	<input type="checkbox"/> I want to develop on surplus lands owned by the City, and apply for a program that considers the disposition of municipally-owned lands below market value.



Planning	<input type="checkbox"/> My project requires a planning approval(s). I want to apply for a rebate of up to 100% of the fees that I will pay to the City.
Building	<input type="checkbox"/> My project requires a building permit. I want to apply for a rebate of up to 100% of the fees that I will pay to the City.
Demolition	<input type="checkbox"/> My project requires a demolition permit. I want to apply for a rebate of up to 100% of the fees that I will pay to the City.
Landfill Fee Grant	<input type="checkbox"/> My project requires a landfill tipping fee. I want to apply for a rebate of up to 100% of the fees that I will pay to the City.
Public Art Grant	<input type="checkbox"/> I want to apply for a grant of up to 50% of the cost of eligible art works, to a maximum of \$5,000 per property, for a public art project.
Signage Improvement Grant	<input type="checkbox"/> I want to apply for a grant of up to 50% of the eligible construction costs, to a maximum of \$4,000, for a building signage improvement project.
Tax Increment Equivalent Grant	<input type="checkbox"/> The municipal taxes for the subject property are anticipated to increase as a result of my project and a reassessment of the property by MPAC. I want to apply for a grant that is equal to all or a portion of the increase in my municipal taxes, to be paid in increments over a maximum duration, as determined by the City.
Urban Agriculture Grant	<input type="checkbox"/> I want to apply for a grant of up to 50% of the eligible costs, to a maximum of \$2,500, for an urban agriculture project.



F: PROJECT COSTS AND TIMING

Please detail all eligible project costs (in \$CDN) using the following table. The estimated project costs should be based on quotes from contractors and vendors. Applicants are generally required to obtain at least two (2) quotes for comparison purposes.

Community Improvement Task / Item	Cost – Low Quote	Cost – High Quote
<i>Example: Replacement of storefront sign</i>	<i>\$ 1,500 from Signs Inc.</i>	<i>\$2,200 from Custom Signs Ltd.</i>
1.	\$	\$
2.	\$	\$
3.	\$	\$
4.	\$	\$
5.	\$	\$
6.	\$	\$
7.	\$	\$
8.	\$	\$
TOTAL:		

G: SUPPORTING MATERIALS

(1) Please complete the following table in consultation with the City.

Required Supporting Materials	Required to be Attached with Completed Application (To be checked by City)	Completed and Attached (To be checked by Applicant)
Photographs of the existing building or property condition	<input type="checkbox"/>	<input type="checkbox"/>
Historical photographs or documentation	<input type="checkbox"/>	<input type="checkbox"/>
Professional or conceptual drawings and/or plans, including drawings or plans prepared by a professional architect, planner, engineer or landscape architect licensed in the Province of Ontario	<input type="checkbox"/>	<input type="checkbox"/>
A site plan or landscape plan	<input type="checkbox"/>	<input type="checkbox"/>
Specifications of the proposed works, including a work plan for the improvements	<input type="checkbox"/>	<input type="checkbox"/>
Two (2) cost estimates for eligible works and/or materials	<input type="checkbox"/>	<input type="checkbox"/>
Any other documents, information and materials as may be required by specific financial incentive programs	<input type="checkbox"/>	<input type="checkbox"/>
<i>Other required materials (City to specify at pre-application consultation meeting):</i>		
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>



H: DECLARATION OF APPLICANT

I, _____ declare that:
(print name)

1. The information contained in this application, attached supporting materials, and documentation, is true to the best of my knowledge.
2. If the Registered Property Owner is a corporation or partnership, I have the authority to bind the corporation or partnership.

_____ Date	_____ Signature of Applicant
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If the applicant is not the Registered Property Owner, the Owner must also sign this application:

_____ Date	_____ Signature of Registered Property Owner
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_____ Date	_____ Signature of Registered Property Owner
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I: SUBMISSION AND CONTACT

A pre-application consultation meeting is required before your application can be accepted by the City. The City will help you complete this application and advise you of your eligibility for the available financial incentive programs. The City will also indicate which supporting materials are required for your application (Section G).

Your completed application, with all required supporting materials (see Section G), may be submitted in person at the Dryden Municipal Office or mailed/couriered to the address below. As original signatures are required, faxed or emailed submissions will not be accepted.

Please contact us with any questions, to arrange a meeting to discuss your application, or to submit your application:

Tyler Peacock
Economic Development Manager
City of Dryden
30 Van Horne Avenue
Dryden, ON P8N A27
Phone: 807-223-2225, ext. 159 | Toll Free: 1-877-737-9336 ext. 2 | Fax: 807-223-6141
Email: TPeacock@dryden.ca

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1. APPLICATION COMPLETENESS

- ☐ The application is complete, including all required supporting materials / documentation.
- ☐ The application is incomplete.

If determined to be incomplete, specify reasons:

2. APPLICATION EVALUATION

- ☐ The application meets all General Eligibility Criteria (Section 7.3 of the Community Improvement Plan)
- ☐ The application does not meet all General Eligibility Criteria.

If not, specify reasons:

- ☐ The application meets all program-specific criteria (Sections 6.1 to 6.14 of the Community Improvement Plan).
- ☐ The application does not meet all program-specific criteria.

If not, specify reasons:

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☐ **The application is desirable for the community, is in the public interest, and contributes to the vision and goals of the Community Improvement Plan.**

☐ **The application is not desirable for the community, is not in the public interest, and does not contribute to the vision and goals of the Community Improvement Plan.**

Specify reasons why the project is or is not desirable, is or is not in the public interest, and why it does or does not contribute to the vision and goals of the Community Improvement Plan:

Does the property have any outstanding tax arrears, area rates, or other charges?

☐ **Yes**

☐ **No**

If yes, indicate outstanding taxes/charges:

Are there any outstanding work orders from any of the City's Departments that must be addressed prior to grant approval?

☐ **Yes**

☐ **No**

If yes, indicate outstanding work orders:

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3. APPLICATION RECOMMENDATION

☐ The CIP Administrator / Land Sale and Development Committee recommends this application for approval.

☐ The CIP Administrator / Land Sale and Development Committee does not recommend this application for approval.

If not recommended for approval, specify reasons:

4. APPLICATION DECISION

☐ The application was approved.

☐ The application was not approved.

If not approved, specify the reasons as determined by the approval authority: