



Hamilton

Planning and Economic Development Department
Downtown and Community Renewal Division
71 Main Street West, 7th Floor
Hamilton, Ontario, L8P 4Y5
Phone: (905) 546-2721
Fax: (05) 546-2693

Application Fee of \$660 to Accompany Application

**HAMILTON DOWNTOWN PROPERTY IMPROVEMENT
GRANT PROGRAM - APPLICATION FORM
APPLICANT/AGENT INFORMATION**

Name of Applicant/Owner: *(if applicant is other than Owner, Letter of Authorization from the Owner must be attached)*

Address of Applicant:

Mailing Address of Applicant:

If Corporation or Partnership Name of Registered Shareholders/Partners including percentages of ownership:

Telephone Number:

Facsimile Number:

Cell Phone Number:

PROPERTY INFORMATION

1. Municipal Address of Property to which this application is being submitted:

2. Assessment Roll Number:

3. Legal Description of Property:

4. **Location Map:** (to be completed by staff and attached)

5. **Survey of Property to be provided:** (if applicable).

6. **Existing Land Use Description:**

DEVELOPMENT / REDEVELOPMENT PROPOSAL

1. **Description of Proposed Development/Redevelopment:**

2. **Supporting Documentation for Estimate of Work to be Performed:** (to be attached).

4. **Review of Conformity Checklist Prepared by Staff:** (refer to Applicant Checklist)

SUPPORTING DOCUMENTATION

1. **Proposed Demolition Date (if applicable):**

SIGNATURE OF OWNER/AUTHORIZED AGENT
AFFIDAVIT OR SWORN DECLARATION
DATE OF APPLICATION SUBMISSION

I, _____ of the _____ in the _____ make oath and say or solemnly declare that:

1. The information contained in this application is true, and that the information contained in the documents that accompany this application is true; and,
2. The annual vacancy rate is _____. There are ____ units and ____ are occupied.

Sworn (or declared) before me at the _____

in the _____

this _____ day of _____, 200.

A Commissioner, etc.

Applicant's Signature

Authorization:

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the Owner that the applicant is authorized to make the application must be included with this application.

CONSENT OF THE OWNER

Complete the consent of the owner concerning personal information set out below.

**CONSENT OF THE OWNER TO THE USE AND
DISCLOSURE OF PERSONAL INFORMATION**

I, _____, am the owner of the land that is the subject of this application and for the purposes of the Municipal Freedom of Information and Protection of Privacy Act authorize and consent to the use by or the disclosure to

any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

Name of Owner (please print)

Signature of Owner

Date

Owner's Information:	
<i>Mailing Address:</i>	
<i>City:</i>	
<i>Postal Code:</i>	
<i>Telephone (H):</i>	
<i>Telephone (B):</i>	
<i>Cell Phone:</i>	
<i>Fax:</i>	
<i>If Corporation or Partnership Name of Registered Shareholders/ Partners and percentages of ownership)</i>	
<p>The personal information on this form is collected under the legal authority of the Planning Act, Section 28. The personal information will be used for determining your eligibility for a grant. If you have any questions about the collection, please contact the Co-ordinator of Municipal Incentives, Downtown and Community Renewal Division, City of Hamilton Planning and Economic Development Department, 71 Main St. W., 7th Fl Hamilton ON L8P 4Y5, 905-546-2424 x2755.</p>	

APPLICANT CHECKLIST

Note: *The Checklist serves as a guide for applicants wishing to submit an application under the Enterprise Zone Grant Program. The checklist provides a list of material and information which is critical for the submission stage of the application. The completed checklist will be attached to the application.*

REQUIRED INFORMATION	PROVIDED
1. Municipal Address <hr/>	
Location within the Downtown Hamilton CIPA <hr/>	
Existing Use <hr/>	
2. Legal Description <hr/>	
Copy of a Survey <i>(may be required for future processing of the application)</i> <hr/>	
3. Proof of Ownership <hr/>	
4. Description of Proposed Development/Redevelopment <i>(If proposal has been started, application is void)</i> <hr/>	
Estimate of Costs/Contracts or other details <hr/>	

REQUIRED INFORMATION (Continued)	PROVIDED
5. Affidavit to satisfy 50% Vacancy Requirement (<i>BIA's Board of Management to confirm, or other satisfactory source</i>) 	
6. Proposed Date of Demolition (if applicable) 	