



**PICKERING VILLAGE COMMUNITY IMPROVEMENT PLAN
 FAÇADE IMPROVEMENT GRANT/
 SIGN GRANT APPLICATION FORM**
 (under Section 28 of the Planning Act, RSO 1990, c. P. 13)

PV - CIP

Planning and Development Services
 65 Harwood Avenue South
 Ajax ON L1S 2H9

Tel. 905-683-4550
 Fax. 905-686-0360
 www.ajax.ca

| FOR TOWN USE ONLY | |
|-------------------|-----------------|
| File Number | Date of Receipt |

1. Submission Requirements

- One (1) copy of this application** is to be submitted to the Town of Ajax Planning and Development Services, 65 Harwood Avenue South, Ajax, Ontario L1S 2H9.
- Photograph(s) of the current façade and/or signage** (and adjacent properties if required).
- Drawings/Sketches of the proposed improvements and/or signage.**
- At least two (2) quotes from contractors for the proposed work** (Façade Improvement Grants only).
- A signed copy of the contract for the work with the applicant's preferred contractor** (Façade & Sign Grants)

2. Owner/Applicant/Agent/Architect

| | Mailing Address | Telephone | Facsimile | E-mail |
|--|-----------------|--|-----------|--------|
| Registered Owner | | () | () | |
| Applicant | | () | () | |
| Agent or Primary Consultant | | () | () | |
| Architect/Contractor | | | | |
| Correspondence relating to this application should be sent to (select one only): <input type="checkbox"/> Owner <input type="checkbox"/> Applicant <input type="checkbox"/> Agent or Primary Consultant <input type="checkbox"/> Architect/Contractor | | The applicant is: <input type="checkbox"/> Owner <input type="checkbox"/> Lessee of Land or Tenant <input type="checkbox"/> Prospective Owner | | |

| | |
|---|--------------------|
| If the applicant is not the Owner, the Owner must consent to the proposed Application. <input type="checkbox"/> Separate Letter of Authorization attached | Owner's Signature: |
| | Date: |

3. Details of the Subject Lands

| | | |
|-------------------|-----------|-------------------------|
| Municipal Address | | Assessment Roll #/PIN # |
| Frontage (m) | Area (m2) | Average Depth (m) |

4. Current Planning Status

| | |
|--|--|
| Existing Official Plan Designation | |
| Existing Zoning | |
| Designated under Part IV or Part V of the <i>Ontario Heritage Act</i> or Listed on the Town of Ajax Heritage Inventory | |

5. General Submission Requirements

| Liens, Notices and Conformity | Yes | No |
|---|-----|----|
| Is the property in arrears or subject to outstanding liens? | | |
| Is the property the subject of any Work Orders, Notices to Comply or pending By-law infractions? | | |
| Does the work to be undertaken conform to the Town of Ajax Official Plan, Zoning By-law and all applicable guidelines (Heritage Conservation District Plan, Pickering Village Land Use Planning and Urban Design Study, Sign By-law)? | | |

6. Date of Pre-consultation with Planning Staff: _____

7. Details of the Proposal

Façade Grant and/or **Sign Grant**

Please provide drawings/sketches of the proposed improvements to the façade in a separate attachment.

The drawings/sketches shall include:

- Specification of materials to be used (attach detail sheets/pamphlets from supplier/manufacturer where necessary).
- Elevations of all sides of the building in which the Façade Improvement/Sign Grant is being applied for.
- Elevations & details of storefronts including the proposed placement/location/installation of any signage.

Please provide a brief description of the property improvements being applied:

8. Total Value of Work:

The total value of work shall include the cost of construction including labour and materials but does not include any fees associated with detailed design or architectural drawings or consulting fees. Please attach two quotes of proposed Façade Grant work, outlining each item if multiple works are being undertaken by the same contractor. In addition, attach a signed copy of the contract entered into with the contractor of your preferred choice.

8.1 Total Value of Façade Grant Work: _____

Total Value of Façade Grant Applied for: _____

- 50% of eligible costs to a max of \$10,000 / building for façade improvements to front, interior or exterior side yards.
 - An additional 50% of eligible costs to a max of \$5,000 / building for structural and/or weather/water proofing repairs to maintain overall building integrity and/or for entrance accessibility upgrades to the side or rear yards not visible from the street for commercially zoned and operated properties.
- 50% of eligible costs to a max of \$30,000 / building for façade improvements to buildings containing two or more multiple storefronts or frontages (i.e. south side of Old Kingston Road). The majority of the funding shall be devoted to the front and exterior side yard improvements, unless funding is for structural or weather/water proofing repairs that may be required to maintain overall building integrity.

8.2 Total Value of Sign Grant Work: _____

Total Value of Sign Grant Applied for: _____

- 50% of eligible costs to a max of \$2,000 / sign for fabrication and installation of new signs or improvements to existing signs and/or for decorative exterior lighting associated with the sign.
 - For a subsequent replacement sign by a new owner/operator, a sign grant equal to 50% of the eligible costs to a max of \$1,000.

9. Construction Schedule:

Approximate date to begin construction: _____

Approximate date to complete construction: _____

Note: All work must be completed by **November 30** and all invoices must be paid and submitted to the Town and final inspection must be completed by **December 15** of the calendar year for which the application is applied.

10. Planning and Development Fees Rebate Program

If work proposed as part of the Façade Grant and/or Sign Grant requires a Building Permit and/or Sign Permit and you would like to receive a rebate on these fees (in the amount specified within the CIP), please indicate the applicable fees:

| Application Type | | Fee |
|------------------|-----------------|-----|
| | Building Permit | \$ |
| | Sign Permit | \$ |

The Town will collect all fees upfront and then reimburse the applicant upon satisfactory completion of the project for fees that are covered by the Planning and Development Fees Rebate Program.

11. Declaration of Owner or Applicant

- I agree that all statements contained in this application are accurate and made with the full knowledge of all matters and circumstances connected with this application.
- I understand that all work submitted in support of this application may be made available for public review, pursuant to the *Municipal Freedom of Information and Protection of Privacy Act*.
- I understand that the issuing of a grant does not provide relief from complying with all other applicable by-laws and/or regulations.
- I agree to allow Town staff reasonable access to the property to collect information and take photographs, as deemed necessary by the Town for the processing of this application.

| | |
|--|--|
| | |
|--|--|

Signature of Registered Owner

Date

Personal information contained on this form is collected under the authority of the *Planning Act, RSO 1990, c. P13*, as amended, and the applicable implementing Ontario Regulation, and will be used to evaluate the application for the Pickering Village Community Improvement Plan Program. Questions about the collection of personal information should be directed to the Records Manager/FOI Coordinator, 65 Harwood Avenue South, Ajax, Ontario, L1S 2H9, (905) 683-4550, ext. 3343.

If you have any comments on the format or content of this application form, please complete a Customer Feedback Form, which is available at Planning and Development Services, Town of Ajax.