

# City of Elliot Lake Community Improvement Plan Grant Application Form

## Instructions:

Questions and original copies of completed forms can be submitted to City of Elliot Lake Economic Development Office.

45 Hillside Drive North  
Elliot Lake, ON  
P5A 1X5

Tel: (705) 848-2287 ext. 2134 or email to: [avlahovich@city.elliottlake.on.ca](mailto:avlahovich@city.elliottlake.on.ca)

Refer to City of Elliot Lake Community Improvement Plan for details of incentive programs and grant eligibility requirements. Applications that do not adhere to the details of the incentive programs will not be considered.

## Applicant: *(written authorization from the building owner is required if applicant is tenant)*

Name:	_____		
Business Name:	_____		
Address:	_____	Postal Code:	_____
Home Phone #:	_____	Work Phone #:	_____
Email Address:	_____	Fax #:	_____

## Registered Owner: *(if different from applicant)*

Name:	_____		
Business Name:	_____		
Address:	_____	Postal Code:	_____
Home Phone #:	_____	Work Phone #:	_____
Email Address:	_____	Fax #:	_____

## Property Description: *(must be located in the Community Improvement Project Area – see map)*

Address:	_____		
Legal Description:	_____		
Tax Roll Number:	_____	Postal Code:	_____



## Incentives

Please indicate the programs you are applying for and the grant amount requested:  
(Refer to CIP document for permitted amounts. Unqualified or excessive requests will be returned without consideration.)

- Planning & Design \_\_\_\_\_
- Building Façade Improvements \_\_\_\_\_
- Signage \_\_\_\_\_
- Landscaping and Property Improvement \_\_\_\_\_
- Upgrading to Building Code \_\_\_\_\_
- Planning Application Fee & Building Permit Fee \_\_\_\_\_
- Property Tax Increment \_\_\_\_\_

## Property Details

Are there any outstanding work orders on the subject property?

- Fire Prevention Yes \_\_\_\_ No \_\_\_\_
- Property Standards Yes \_\_\_\_ No \_\_\_\_
- Building Code Yes \_\_\_\_ No \_\_\_\_
- By-Law Enforcement Yes \_\_\_\_ No \_\_\_\_

Include copies of existing work orders to this application

What is this property currently zoned as? \_\_\_\_\_

Is the current or planned use a legal use under this zone? Yes \_\_\_\_ No \_\_\_\_

Are taxes in arrears on this property? Yes \_\_\_\_ No \_\_\_\_

Are there water arrears on this property? Yes \_\_\_\_ No \_\_\_\_

Attach a copy of your most recent tax receipt

## Building Details

List all facades that are being improved under this application.

Main Façade

Street/Walk Name \_\_\_\_\_

Façade Length \_\_\_\_\_ # Stories \_\_\_\_\_

Side Façade

Street/Walk Name \_\_\_\_\_

Façade Length \_\_\_\_\_ # Stories \_\_\_\_\_

Rear Façade

Street/Walk Name \_\_\_\_\_

Façade Length \_\_\_\_\_ # Stories \_\_\_\_\_



### Related Applications for This Property

Have you applied for other CIP programs for this property? Yes \_\_\_\_\_ No \_\_\_\_\_

### Improvements

Please provide a description of the improvements you intend to implement:

Please include any associated drawings, measurements, designs, etc.

### Cost Estimate

Attach at least two written estimates from qualified independent contractors/suppliers for each grant program (if applicable). Please indicate your preferred estimate (the lowest estimate does not necessarily have to be selected).

### Project Timeline

Project Start Date: \_\_\_\_\_

Project Completion Date: \_\_\_\_\_

### Owner Permission

If you are not the property owner, has the owner signed this form to authorize you to make this application? Yes \_\_\_\_\_ No \_\_\_\_\_

### Permits

Work to be completed through this application cannot be started until written approval for the requested funding assistance is received from the City of Elliot Lake. All required permits must be obtained prior to initiation of the proposed works.



## Confidentiality and Consent

All information included in this application will be kept strictly confidential under the Municipal Freedom of Information Act.

The applicant consents to the use of his or her name and their business name and address in connection with any program funding announcements.

This application is being made in accordance with the City of Elliot Lake Community Improvement Plan. The undersigned hereby applies for the Community Improvement Incentive Programs in accordance with the application herewith submitted and acknowledges that the proposed work must comply with the provisions of the Building Code Act and the Ontario Building Code and any other statutes or regulations of the Province of Ontario, and all by-laws of the City of Elliot Lake. The undersigned also acknowledges that it is understood that work carried out prior to the approval of this application will not necessarily be eligible for funding. I certify the truth of all statement or representations herein.

\_\_\_\_\_  
Signature of Owner or Authorized Applicant  
*(Applicant must have owner's authorization)*

\_\_\_\_\_  
Date

### Owner's Authorization: *(to be completed if an applicant is used to represent the owner)*

I, \_\_\_\_\_ being the registered owner of the subject property hereby authorize \_\_\_\_\_ to prepare and submit this application for the Community Improvement Incentive Program.

Signature of Owner \_\_\_\_\_ Date \_\_\_\_\_

### For Office Use Only

Date Received \_\_\_\_\_

Information Complete Yes \_\_\_\_ No \_\_\_\_

Information Verified Yes \_\_\_\_ No \_\_\_\_

Grant Approved Yes \_\_\_\_ No \_\_\_\_

Date Approved \_\_\_\_\_

Grant Rejected Yes \_\_\_\_ No \_\_\_\_

Date Rejected \_\_\_\_\_

### Community Improvement Committee Comments: