



Planning and Economic Development Department
 Commercial Districts and Small Business Section
 71 Main Street West, 7th Floor
 Hamilton, Ontario, L8P 4Y5
 Phone: (905) 546-2424 Ext. 2755

\$105.00 Application Fee to accompany Application

**BARTON / KENILWORTH PLANNING AND BUILDING
 FEES REBATE PROGRAM
 APPLICATION FORM**

APPLICANT/AGENT INFORMATION

Name of Applicant (Individual or Corporation or Partnership):	
Contact Name:	
Address:	
City & Postal Code:	
Telephone:	
Cell Phone:	
Email:	
If Corporation or Partnership, include Articles of Incorporation or Partnership Agreement (if applicable) and current Officers/Directors:	
Names of Registered Shareholder/Partners (Shareholder Registry):	
Are you or any of the Directors/Shareholders/Partners in Litigation with the City of Hamilton?	

PERSONAL (TO BE COMPLETED IF PROPERTY OWNED PERSONALLY)

Applicant's Name:	
Address:	
Telephone	
Cell Phone:	
Email:	

PROPERTY INFORMATION FOR REBATE PROGRAM

Property Address(es), Assessment Roll Number(s):	
Current Use of Property/Properties:	
Description of Proposed Development/Redevelopment:	
Estimate of work to be Performed (Please include project pro-forma or other documentation which shows cost of work):	
How many square meters of commercial space is subject to the application?	
How many square meters of residential space is subject to the application? How many residential units are the subject of this application?	
Legal Description of Property:	

PLEASE IDENTIFY THE APPLICATION FEE(S) YOU ARE REQUESTING A REBATE FOR:

For each section please identify the date of application, the date of approval and attach a copy of your receipt for the application fee (Provide Application File #'s if known). See Program Description for further details.

<p>Planning Fees: Committee of Adjustment Minor Variance Approval (Complex or Routine)</p>	
<p>Planning Fees: Site Plan Control Application (major or minor) only after receiving final approval and issuance of Building Permit:</p>	
<p>Building Fees: Minimum Permit Fee (excluding exterior building demolition permits):</p>	
<p>Building Fees: Assembly Occupancies:</p>	
<p>Building Fees: Residential Occupancies (excluding hotels and motels):</p>	
<p>Building Fees: Business and Person Services:</p>	
<p>Building Fees: Mercantile (Retail – Finished Only):</p>	
<p>Building Fees: Industrial (excluding parking garages and gas stations):</p>	
<p>Building Fees: Mechanical systems (commercial cooking exhaust system):</p>	
<p>Building Fees: Exterior Signs (See Paragraph 19 of Program Description):</p>	

OTHER INFORMATION (TO BE COMPLETED BY ALL APPLICANTS)

Addresses of other properties in the City of Hamilton Boundary owned by the Applicant. If the application is from a Partnership or Corporation include addresses of properties owned by the Partnership or Corporation.

Note: **This information is being collected to determine if there are any outstanding taxes owed to the City of Hamilton.**

Applicant/ Partnership/ Corporation Name	Street Number and Name	Area of City (i.e. Hamilton, Ancaster, Stoney Creek, Waterdown, Dundas, Binbrook)

**SIGNATURE OF OWNER/AUTHORIZED AGENT
AFFIDAVIT OR SWORN DECLARATION
DATE OF APPLICATION SUBMISSION AND PERMISSION TO THE CITY OF
HAMILTON TO UTILIZE PHOTOGRAPHS OF THE PROJECT/PROPERTY IN THEIR
PROMOTIONAL MATERIAL**

I, _____ solemnly declare that the information contained in this application is true, and that the information contained in the documents that accompany this application is true. I also give permission to the City of Hamilton to utilize photographs of the project/property in the City of Hamilton’s promotional material.

Applicant’s Signature

Date

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

CONSENT OF THE PROPERTY OWNER

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

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

I, _____, am the owner of the land that is the subject of this application and I hereby authorize, and consent to, the use by, and the disclosure to, any person or public body of any information, including personal information that is collected for the purposes of processing this application. I also give permission to the City of Hamilton to utilize photographs of the property in their promotional material.

**Name of Property Owner (please
print)**

**Signature of Property Owner (with
appropriate signing authority)**

Date

Property Owner Information:	
Mailing Address:	
City:	
Postal Code:	
Telephone (H):	
Telephone (B):	
Cell Phone:	
If Corporation or Partnership Name of Registered Shareholders / Partners and percentages of ownership	
<p>The information on this form is collected under the legal authorities provided in the <i>Municipal Act, 2001</i>, the <i>Municipal Freedom of Information and Protection of Privacy Act</i> and the <i>Planning Act</i> and will be used primarily to determine grant eligibility. If you have any questions about the collection of this information, please contact the Coordinator of Urban Renewal Incentives, Commercial Districts and Small Business Section, City of Hamilton Planning and Economic Development Department, 71 Main Street West, 7th Floor, Hamilton, Ontario L8P 4Y5, 905-546-2424 x2755.</p>	

DOCUMENTS/INFORMATION REQUIRED WITH APPLICATION

- ___ Completed Application Form including payment of Application Fee
- ___ Copy of your receipt for each application fee (Provide Application File #'s if known)
- ___ Written authorization of the Property Owner that the applicant is authorized to make the application must be included with this application (if applicable)
- ___ Articles of Incorporation Documents (if applicable)
- ___ Articles of Amendment (if applicable)
- ___ Shareholders Registry (i.e. List of Shareholders and their respective percentage ownership), if applicable
- ___ Partnership Agreement (if applicable)
- ___ List of Applicant's Officers and Directors (if applicable)

Please note the above information/documentation form part of a completed application (unless deemed to be non-applicable by the City). The City reserves the right to reject any incomplete application.