



1. Application Background

Please fill out the following information to apply for the tax increment equivalent grant, building renovation grant, and/or façade improvement, landscaping, and signage grant programs (each a "Grant Program"). Please refer to the Community Improvement Plan (the "CIP") and the **CIP Grant Application Guide** for detailed information on each Grant Program and whether the CIP is applicable to your property and the work you are proposing (the "Project"). If you have any questions, contact the Planning and Regulatory Services Department at planning@richmondhill.ca or (905)771-8910.

Submit completed application form along with all supporting documents to planning@richmondhill.ca.

For more information regarding eligibility criteria, submission requirements, application process and terms and conditions of funding, please see the **CIP Grant Application Guide** available at RichmondHill.ca/CIPgrants.

Notice of Collection, Use, and Disclosure

Personal information collected on this form is collected under the authority of the *Municipal Act, 2001*, S.O. 2001, C. 25, *Planning Act, R.S.O. 1990, c. P.13* and the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, Chapter M. 45*. The personal information being collected will be used for the purposes of processing grants under the Richmond Hill Office Development and Downtown Local Centre Community Improvement Plan. In addition, all personal information will be made available to the public pursuant to the *Planning Act*. Questions about the collection, use and disclosure can be directed to Policy Planner, 225 East Beaver Creek Road, Richmond Hill, Ontario, L4B 3P4 or by telephone at 905-771-8910.

2. Applicant Information

Applicant*	Registered Owner of Project lands ("Subject Property")
Name: Robert Cosentini	Name: 2047501 Ontario Limited
Mailing Address: 96 Centre Street West Richmond Hill, On L4C 3P7	Mailing Address: 96 Centre Street West Richmond Hill, On L4C 3P7
Phone Number: 416-436-9839	Phone Number: 416-436-9839
Email Address**: robert.cosentini@icloud.com	Email Address**: robert.cosentini@icloud.com

Applicant is:

- ☒ Property Owner
☐ Tenant*
☐ Agent*

*If the applicant is not the registered property owner(s) of the Subject Property, the applicant and property owner must also fill out the Authorization of Registered Owner(s) form (Appendix A).

**By providing your email address, you agree to receive electronic information regarding the Town's programs and services.

Municipal address of Subject Property:
10220 Yonge Street

Legal description of Subject Property (if known):

TOWN OF RICHMOND HILL
PLANNING AND REGULATORY
SERVICES DEPARTMENT

APR 23 2019

RECEIVED

Per: _____



GRANT APPLICATION FORM

Richmond Hill Office Development and Downtown Local Centre Community Improvement Plan

3. Project Information

Applicable Grants

Please fill out the table below regarding the grant program(s) for your project. Applicants may be eligible for funding consideration ("Funding") under more than one program per application request subject to program criteria, limitations and restrictions.

Grant Program	Check off applicable grant <input checked="" type="checkbox"/>	Estimated Total Value of Project	Grant Amount Request for this Application
Tax Increment Equivalent Grant (TIEG)	<input type="checkbox"/>	\$	Information not required
Building Renovation Grant	<input type="checkbox"/>	\$	\$
Façade Improvement Grant	<input checked="" type="checkbox"/>	\$ 21,000.00	\$
Landscaping Grant	<input type="checkbox"/>	\$	\$
Signage Grant	<input type="checkbox"/>	\$	\$

Will other approvals and/or permits be required to complete the Project?

- Zoning By-law amendment ☐ Yes ☒ No
- Site Plan or Site Plan amendment ☐ Yes ☒ No
- Building permit ☐ Yes ☒ No
- Sign permit ☐ Yes ☒ No
- Heritage Alteration permit ☐ Yes ☒ No

Note: if you need a Zoning By-law amendment or Site Plan or Site Plan amendment application, a pre-submission meeting will be required. Please contact Planning at planning@richmondhill.ca to request a pre-submission meeting, if applicable.

Other approvals or permits required? Please specify: _____

If an application is already in process, please provide the Town file number: _____

General Eligibility Criteria for All Grant Programs

- (a) Is the Subject Property located within the boundary of the Richmond Hill Community Improvement Project Area ("CIPA")? (To check, please see the CIPA map on page 3 of the **CIP Grant Application Guide** available at RichmondHill.ca/CIPgrants.) ☒ Yes ☐ No
- (b) Is the Application(s) for CIP program support in conformity with the Town's Official Plan and any relevant Secondary Plan? (Note: if the Project requires an Official Plan Amendment, it is not eligible.) ☒ Yes ☐ No
- (c) Is the applicant / owner in good standing with regard to:
- (i) by-laws of the Town ☒ Yes ☐ No
 - (ii) property taxes – **Please provide a copy of your most current tax bill** ☒ Yes ☐ No
 - (iii) municipal fees ☒ Yes ☐ No
 - (iv) levies liable on the property ☒ Yes ☐ No
 - (v) outstanding municipal bills ☒ Yes ☐ No
 - (vi) ongoing litigation with the Town ☒ Yes ☐ No
- (Note: Until such matters are remedied and/or cleared and/or resolved, applications for assistance under the CIP will not be approved.)
- (d) Is the applicant either a registered property owner, assessed property owner or a tenant of a property to whom the owner has assigned consent to receive assistance under the CIP? ☒ Yes ☐ No



4. Applicant Certification *(Please read carefully!)*

All capitalized terms have the meanings set out in Parts 1, 2, and 3 of this Application.

I, Robert Cosentini *certify that I:*

print name of individual Applicant or, if Applicant is a corporation authorized, an authorized signing officer

- (a) am the Applicant named in Part 2 of the Grant Application Form or, if the Applicant is a corporation, an authorized signing officer of the Applicant;
- (b) have reviewed the CIP and all eligibility requirements therein for the purpose of completing this Grant Application Form, and all statements made in and information contained herein in support of my/my company's eligibility as well as in any other supporting document(s) are true to the best of my knowledge and belief
- (c) have no, nor will I have any, direct or indirect pecuniary interest in the preparation of Project cost estimates as may be required and provided with this application or throughout the completion of the Project;
- (d) have no commenced any work or incurred expenses in connection with the Project;

I further certify that I acknowledge and understand that:

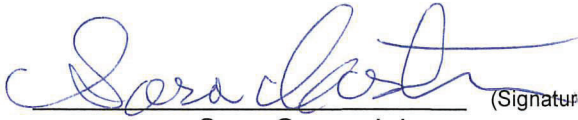
- (e) approval of this application is fully at the discretion of the Council of the Town, and the Town may refuse my application for, among other things, if the feasibility of the Project is deemed to be limited;
- (f) should any matters which I have declared above be found to be incomplete or untrue, I will no longer be considered eligible to receive Grant(s) and this application will be terminated and no monies will be advanced;
- (g) further to the Notice of Collection of Personal Information in Part 1 of this Grant Application Form, my personal information may be required to be disclosed to other person or organizations in connection with the processing of this application and the administering of any Grant(s) for which I may be approved, and I consent to such disclosure and use;
- (h) this application and any supporting material, including studies and drawings, filed with this application, upon such filing becomes a record of the Town and further,;
 - i. the information contained therein will become part of the public record upon inclusion in a report to the Council of the Town seeking approval of the application; and
 - ii. the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56 ("MFIPPA"), as amended applies to and governs all records and information related to this application and any approval pursuant to same;
- (i) employees, agents or contractors or other approving agencies may enter the Subject Property for the purposes of collecting information for the review and report on the Application and if this Application is approved, for the purpose of monitoring and inspecting the Project on the Subject Property up to and including such time as either all Grant(s) are disbursed to the Applicant or the Town terminates the Grant(s) and I give such permission as owner of the Subject Property or I have obtained the written permission for such entry from the owner in the form attached as **Appendix A**;
- (j) the Town reserves the right to conduct credit rating checks as it deems necessary; and
- (k) the payment of the Grant(s) will be made only to me/my company as the applicant, except as set out in (j) below, and is subject to:
 - (i) approval of my/my company's application by Council of the Town;
 - (ii) my/my company's execution of an agreement in the form attached as **Appendix B**;
 - (iii) my/my company continuing to be the owner or tenant of the Subject Property, as applicable; and
 - (iv) completion of the Project as approved by Council of the Town and in accordance with the agreement referred to above.
- (l) if me/my company wish to transfer to another person (a "new recipient") the right to receive a Grant(s) (or any part thereof in the case of a TIEG) that has not already disbursed, approval of such transfer may be given provided that the request is made in writing a minimum of 30 days' prior to any change in my/my company's status as owner or tenant of the Subject Property; and



GRANT APPLICATION FORM
Richmond Hill Office Development and Downtown Local Centre
Community Improvement Plan

- i. if the request is made prior to me/my company having finalized an agreement for the Grant(s), an agreement is executed by the new recipient in the form attached as **Appendix B** prior to the transfer; or
- ii. if the request is made subsequent to me/my company having finalized an agreement for the Grant(s), an agreement is executed by both me/my company and the new recipient whereby we agree that the new recipient will assume all the rights, liabilities and obligations of my/my company in the agreement that has been entered into.

[INSERT FULL LEGAL NAME OF RECIPIENT]

 (Signature)

Witness Name: Sara Cosentini

 (Signature)

Name: Robert Cosentini

Title: Owner

____ (Signature)

Witness Name : _____

____ (Signature)

Name: _____

Title: _____

I/We have authority to bind the Recipient



Submission Checklist

Before submitting your application, please ensure you complete and enclose all of the necessary documents. Please email all documents to planning@richmondhill.ca.



Item



Completed grant application form



A copy of your most current tax bill



All supporting documents required for the grant program to which you are applying. For details on what to include in each of the supporting documents listed below, please see the CIP **Grant Application Guide** available at RichmondHill.ca/CIPgrants.

Tax Increment Equivalent Grant (TIEG)

☐

Project description

☐

Relevant drawings

☐

Construction cost summary identifying eligible costs and schedule

Building Renovation Grant

☐

Project description

☐

Relevant drawings

☐

Two quotes identifying eligible costs

☐

Construction schedule (if known)

Façade Improvement, Landscaping, or Signage Grants

☒

Project description

☒

Elevation photos

☒

Elevation drawings showing proposed improvements

☒

Two quotes identifying eligible costs

☐

Construction schedule (if known)

☐

For Façade grant: product samples and specifications

☐

For Signage grant: drawings of proposed sign

☐

For Landscaping grant: landscape plan

☐

Signed Applicant Certification (section 4 of the grant application form)

☐

Completed Appendix A – Authorization of Registered Owner(s) (if applicable)

NOTE: Do not fill out “Appendix B – Grant Agreement” attached to the application form at this time. It is to be prepared by the Town after Council approval of the grant application.