

Development Application Fee Rebate Program: Terms and Conditions

Program Description

The purpose of the development application fee rebate program is to encourage development and redevelopment in the Industrial, Commercial (excluding retail and service commercial/restaurants) and Institutional Sectors. This program is to reduce the financial burden on landowners and business owners who are expanding/relocating or creating new businesses. This program is intended to provide financial assistance to those developments that have the ability to have a significant impact on the creation of full-time employment and an increase in the non-residential tax base.

The rebates will be up to 50% of the application fee to a maximum of \$10,000. A rebate may also be requested for multiple applications to a maximum of \$20,000 per property.

Eligibility Requirements

All landowners/business operators who meet the following criteria are eligible to apply, subject to the availability of funding as approved by Council:

- a. Applicants must demonstrate that the development application(s) for which the rebate has been applied:
 - has the potential to create or retain 5 full time jobs and/or;
 - results in the creation of a minimum of 1,500 sq. ft. of new office, industrial or institutional floor area.
- b. Rebates may be provided for fees directly associated with the following applications:
 - Minor Variance
 - Zoning Amendment
 - Official Plan Amendment
 - Site Plan Application
 - Industrial Plan of Subdivision/Condominium

General Provisions:

The Council of the Corporation of the Town of Georgina has appointed the Economic Development Committee (EDC) to oversee the processing and evaluating of the Development Application Fee Rebate Program. The EDC will be required to report to Council on the outcome of their review for final consideration/approval by Council.

Council may at its discretion cancel the program at any time. Annual funding for the implementation of the program shall be at Council's discretion.

This policy comes into effect and will apply to applications to rebates fees paid as of the date of the approval of this policy by Council.

The subject property shall not be in a position of tax arrears. All taxes owing shall be paid or cancelled, prior to the disbursement of any rebate.

All outstanding work orders and/or orders to comply must be satisfactorily addressed and a final occupancy issued prior to the disbursement of any funds.

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Rebates approved are for a particular property and are not transferable to any other property.

If the property is sold, in whole or in part, before the grant is dispersed, the subsequent owner is entitled to the grant subject to the terms of the original application and upon approval by Council.

The applicant acknowledges that any rebate will not be provided until such time as final occupancy has been issued by the Chief Building Official.

Applications will be considered on a first come first served basis and the Economic Development Committee has the right to deny applications that do not meet the intent of the program as outlined in Report DS-2018-0082

Disclaimer: All information collected in this application becomes public information with the exception of personal contact information and tax related information.

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General Information and Instructions

1. Before filling out this application for the Fee Rebate Program, please read the terms and conditions of the program eligibility and requirements and arrange for a pre-application meeting with the Economic Development and Tourism Division. The purpose of the pre-application meeting is to confirm project eligibility and program requirements.
2. If an agent is acting on behalf of the property owner when submitting this application, please ensure that the required authorization is completed and signed by the owner as noted in Section F of the application form.
3. If the applicant is not the property owner, please ensure that written authorization is obtained from the property owner prior to submitting this application and that, said written authorization is attached to the application form.
4. Please ensure that the application form is complete and all required signatures have been supplied.
5. Keep a copy of the application for your own records.
6. Please print (black or blue ink) or type the information requested on the application form.
7. You may deliver your application in person or send it by mail to:

Town of Georgina
26557 Civic Centre Road
R.R. #2 Keswick, ON
L4P 3G1

Karyn Stone
Manager of Economic & Tourism
Development
905-476-4301 x 2312
905-722-6518
705-437-2210
kstone@georgina.ca

or

Sean Columbus
Economic Development Officer
905-476-4301 x 2330
905-722-6518
705-437-2210
scolumbus@georgina.ca

8. The application will be reviewed and evaluated by the Economic Development Committee and approved by Council.

Application Fee Rebate Program:

Application Form

-Please Print-

Application No. _____
(Office Use Only)

Date: _____

A. Applicant Information

Name of Registered Property Owner

Name: _____
(First) (Last)

If Corporation Name

of Signing Officer _____
(First) (Last)

Mailing Address: _____ ON , _____
(Street Address) (Municipality) (Postal Code)

Telephone Number: _____

Fax Number: _____

E-mail: _____

Name of Applicant (if different from the Registered Property Owner)

Name: _____
(First) (Last)

Mailing Address: _____ ON , _____
(Street Address) (Municipality) (Postal Code)

Telephone Number: _____

Fax Number: _____

E-mail: _____

Agent Information (if any)

Name: _____
(First) (Last)

Mailing Address: _____ ON , _____
(Street Address) (Municipality) (Postal Code)

Telephone Number: _____

Fax Number: _____

E-mail: _____

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Incentives

Please indicate any other incentive programs you have received from the Town for the subject property

Incentive Received	Date:	Amount Received (\$)
_____	_____	_____

B. Property Information

Municipal Address of Property _____

Assessment Roll Number _____

Legal Description of Property (Lot and Plan Numbers) _____

Existing Property Use _____

Is property designated under Part IV of the Ontario Heritage Act or listed on the Town of Georgina's Heritage Register?

Yes No

Are property taxes paid in full on this property?

Yes No

Are there any outstanding work orders on this property?

Yes No

C. Project Description

(i) Please indicate the type of application for which the rebate is being requested and the total amount of the applicable fee(s)

Plan of Industrial Subdivision/Condominium:

Official Plan Amendment:

Zoning By-law Amendment

Minor Variance

Site Plan Application

(ii) Please Describe the proposed development below and include the following:

- Briefly describe the proposed business operation.
- What is the total sq. ft. of floor area that will be created and utilized for office, industrial or institutional purposes?
- How many full time jobs will be retained or created as a result of this proposed development?

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(iii) Construction Schedule:

Approximate Start Date of Construction _____

Approximate End Date of Construction _____

Occupancy Date _____

D. Property Indebtedness

(i) Property Taxes and BIA Levies

Type	Annual Amount Levied	Amount in Arrears
Property Taxes		
BIA Levies		

(ii) Other Encumbrances (e.g., liens, covenants, judgments)

(iii) Credit Check (if necessary)

The Town of Georgina reserves the right to conduct credit checks as it deems necessary.

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E. Application Checklist

One complete application form signed by appropriate parties Yes No

Please ensure that the application is legible; please print in ink or type information onto form Yes No

Supporting Documentation Yes No

One 11x17 concept design/drawing of proposed construction.

F. Authorization

I/We, _____ are the owner(s) of the land that is subject of this application, and hereby authorize my agent/solicitor _____ to make this application and to act on my behalf in regard to this application.

Dated at the _____, this _____ of _____, _____
Municipality Day Month Year

Name of Owner (s) Signature of Owner (s)

Name of Owner (s) Signature of Owner (s)

If an agent is authorized in Section F above, all correspondence will be sent to the authorized agent. If no agent is authorized in Section F above, all correspondence will be sent to the Applicant.

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G. Declaration

I/WE HEREBY APPLY for a fee rebate under this program.

I/WE HEREBY AGREE to abide by the terms and conditions of the rebate program.

I/WE HEREBY AGREE to enter into a grant agreement with the Town of Georgina that specifies the terms and conditions of the rebate.

I/WE HEREBY CERTIFY that the information contained in this application is true, correct and complete in every respect and may be verified by the Town by such inquiry as it deems appropriate, including inspection of the property for which this application is being made.

I/WE HEREBY GRANT permission to the Town, or its agents, to inspect my/our property that is subject of this application.

I/WE HEREBY AGREE that if any statements or information in this application or submitted in support of this application are untrue, misleading or there is a material omission, the application may be rejected or not approved, or the rebate may be delayed, reduced, cancelled or repayment may be required.

I/WE HEREBY AGREE that the rebate may be delayed, reduced or cancelled if the work is not completed, not completed as approved, not completed within a reasonable time frame that shall be determined by the Economic Development Committee.

I/WE HEREBY AGREE the program for which application has been made herein is subject to cancellation and/or change at any time by the Town in its sole discretion, subject to the terms and conditions specified in the Program. Participants in the program whose application has been approved will continue to receive their grant.

I/WE HEREBY AGREE all rebates will be calculated and awarded at the sole discretion of the Town. Notwithstanding any representation by or on behalf of the Town, or any statement contained in the program, no right to any rebate arises until it has been duly authorized, subject to the applicant meeting the terms and conditions of the program. The Town is not responsible for any costs incurred by the Owner/Applicant in any way relating to the program, including, without limitation, costs incurred in anticipation of a rebate.

Dated at the _____, this _____ of _____, _____
Municipality Day Month Year

Name of Owner or Authorized Agent

Signature of Owner or Authorized Agent

Name of Witness

Signature of Witness

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H. Office Use Only	
Economic Development Committee Review	Date: _____
_____ Name of EDC Committee Member	_____ Signature of EDC Committee Member