



APPLICATION FORM

Heritage Incentives for Properties in Gastown, Chinatown and Hastings Street Corridor

Please refer to the *Heritage Façade Rehabilitation Policies and Procedures* and the *Heritage Building Rehabilitation Policies and Procedures* documents for detailed information on eligibility and application requirements.

1. Property Information

Address: _____

Legal Description: _____

2. Owner Information

Registered Owner: _____

Address of Registered Owner: _____

Name of Contact Person: _____

Address of Contact Person: _____

Phone: _____ Fax: _____ Email: _____

3. Tenant Information (if applicable)

Note: owner's signature is required

Name of Tenant: _____

Address of Tenant: _____

Phone: _____ Fax: _____ Email: _____

4. Consultant Information (if applicable)

Note: owner's signature is required

Name of Consultant: _____

Address of Consultant: _____

Phone: _____ Fax: _____ Email: _____

5. Incentives

This application is for (check applicable program)

Façade Rehabilitation (grant program)

Building Rehabilitation (property tax exemption and transfer of density)

Residual Density

6. Other Sources of Funding

Have you received or will you be applying for funding from other government programs?

Yes No

If yes, indicate source and amount: _____

7. Owner's Authorization

_____ (print name), registered owner of _____ (address) authorizes this application for heritage incentives as described in this application form and the drawings and documents submitted in support of the application.

The owner acknowledges having read the *Heritage Façade Rehabilitation Policies and Procedures* and the *Heritage Building Rehabilitation Policies and Procedures* and understand the conditions that apply to submission of this application.

If applicant is an individual:

Signature: _____ Date: _____

If applicant is a corporation: _____
(print name of corporation)

Per: _____ Date: _____
Authorized signatory

CHECKLIST

Please ensure you include the following material with your application:

- Completed application form
- Copy of development permit application
- Cover letter describing proposed work (including how it complies with program objectives) and requesting property tax, bonus density and residual density incentives as applicable
- Conservation Rationale describing the approach used to preserve the core heritage values and character defining elements of the heritage building
- Outline of conservation specifications
- Architectural/conservation drawings and coloured renderings, accurately describing the existing condition and proposed work
- Current colour photographs of the building
- Archival photographs and historical documentation
- If you are applying for a property tax exemption and/or transfer of density a development pro forma is required
- If you are applying for a façade grant a minimum of 3 competitive estimates for the proposed façade work are required

The City will not process this application until you have submitted ALL required materials.