

File No.: _____
(Office Use Only)



Town of Plympton-Wyoming
Downtown Wyoming Community Improvement Plan
FAÇADE AND STRUCTURAL IMPROVEMENT PROGRAM
APPLICATION FORM

1.0 GENERAL INFORMATION AND INSTRUCTIONS

- Please ensure that the application has been signed by the property owner or authorized agent.
- If the applicant is not the property owner, please ensure that written authorization is obtained by the applicant from the proper owner(s) to make this application and attach the authorization to the application form.
- To ensure legibility, please fill out the application form online or print in ink.
- If you find insufficient space on this form to respond to questions, please provide additional information on a separate page and attach to the application form.
- Please ensure that the application form is attached with required supporting documents as requested by Town Staff. This may include financial quotes, drawings, plans or other required information as appropriate. Applications will not be considered complete until all required documents have been submitted.
- Please submit the completed application form and other information to:

The Town of Plympton-Wyoming
Municipal Office
P.O. Box 250
546 Niagara Street
Wyoming, ON N0N 1T0

2.0 APPLICANT INFORMATION

2.2 REGISTERED PROPERTY OWNER(S)

Name: _____

Mailing Address: _____

City: _____ Province: _____

Postal Code: _____ Telephone: _____

Email: _____ Fax: _____

2.3 OWNER'S AUTHORIZED AGENT (IF ANY)

Name: _____

Mailing Address: _____

City: _____ Province: _____

Postal Code: _____ Telephone: _____

Email: _____ Fax: _____

3.0 PROPERTY INFORMATION

Municipal Address: _____

Name of Business (if any): _____

Legal Description: Lot No. _____ Plan No. _____

Assessment Roll Number: _____

What is the current status of the building?

Vacant: Occupied: Underutilized:

Brief Description of Current Uses:

Is the property located within the Community Improvement Area?

Yes: No:

Are property taxes for the subject property in arrears?

Yes: No:

Are there any outstanding work orders on this property?

Yes: No:

Are there any outstanding violations under the Fire Code?

Yes: No:

Have grants previously been received from the Town for the subject Property?

Yes: No:

If yes, please describe including when and total amounts of grants:

Please provide a description of façade and/or structural improvements proposed to be undertaken: (Note: Proposal to consider Downtown Wyoming Design Guidelines)

If additional information is required, please attach the additional information a separate sheet.

Provide a detailed cost estimate of the work to be undertaken, including all monetary values (Please attach the estimate).

Please indicate which façade(s) are included in the scope of work (select all that apply):

- | | | |
|--------|-------------------------------------------------|-------------------------------------------------|
| FRONT | <input type="checkbox"/> 1 st storey | <input type="checkbox"/> 2 nd storey |
| REAR | <input type="checkbox"/> 1st storey | <input type="checkbox"/> 2nd storey |
| SIDE A | <input type="checkbox"/> 1st storey | <input type="checkbox"/> 2nd storey |
| SIDE B | <input type="checkbox"/> 1st storey | <input type="checkbox"/> 2nd storey |

Will the entirety of an existing building's publicly visible façade be improved?

Yes: No:

Please attach the following supporting documentation:

- Photographs of the existing building façade;
- Historical photographs and/or drawings, if available;
- A Site Plan and/or professional design study/architectural drawings illustrating the full scope of the proposed façade improvements;
- Specification of the proposed works, including a work plan for the improvements to be completed and construction drawings;
- Two (2) cost estimates for eligible work provided by a licensed contractor.

4.0 AUTHORIZATION

If this application is to be signed by an agent on behalf of the property owner/s, complete this section. This section should be signed by the property owners/ or if held by a corporation, by a signing officer (name and position) of the corporation.

I/we hereby certify that the information and statements given herein are true, correct, and complete in every respect for the purpose and intent of this application. I/we undertake to provide all information as required by the Town of Plympton-Wyoming to determine the amount of grant available under this program.

I acknowledge that Town of Plympton-Wyoming staff may visit the property that is the subject of this Façade and Structural Improvement Program application for the purpose of evaluating the merits of this application.

I acknowledge that personal information on this form is collected under the authority of the Municipal Act and/or the Planning Act and will be used to process the Community Improvement Plan application, to be utilized as part of the monitoring process, and that information acquired may also be released to the public.

I acknowledge that I have read in full the Downtown Wyoming Community Improvement Plan and understand and conform to the eligibility and program requirements of the Community Improvement Plan.

I hereby authorize _____ as agent, to act on my behalf in regard to the above application. I acknowledge that the authorized agent is to receive all correspondence and information pertaining to this application on my behalf.

Dated at _____ this _____ day of _____.

Signature of Owner/s _____

