



**The Corporation of the Town of Orangeville**  
**Community Improvement Plan - Application Intake Form**

1. Property Description		
Property Address		
Postal code	Plan number/other description	
Current Use(s) of Building(s)		
Which area designation within the Town of Orangeville's Community Improvement Project Area (CIPA) is the property located? (Please refer to the Town's Community Improvement Plan – <a href="#">found here</a> )		
<input type="checkbox"/> CIPA – Priority Zone 1 (Downtown) <input type="checkbox"/> CIPA – Priority Zone 2 (Centennial Employment Area) <input type="checkbox"/> Town-wide CIPA (Outside Priority Zones)		
2. Applicant Information		
The Applicant is:		
<input type="checkbox"/> The owner of the property <input type="checkbox"/> A tenant of the property <input type="checkbox"/> An agent applying on behalf of the owner		
Last Name	First Name	Corporation/ Company (If applicable)
Applicant Address		
Telephone Number	Email Address	
3. Application Type		
Please indicate which Financial Incentive Programs you are applying for:		
<input type="checkbox"/> Program 1: Comprehensive Façade Improvement Grant Program (Property Owners/ Tenants)		
Check additional add-ons that apply to the application:		
<input type="checkbox"/> Signage Improvement Grant <input type="checkbox"/> Heritage Top-Up		
<input type="checkbox"/> Program 2: Landscape Improvement Grant Program for Industrial Area (Industrial Area Property Owners/ Tenants)		
<input type="checkbox"/> Program 3: Major Building Improvement and Conversion Grant Program (Property Owners/Developers)		
<input type="checkbox"/> Program 4: Tax Increment Equivalent Grant (TIEG) Program (Developers)		
<input type="checkbox"/> Program 5: Planning Fees & Building Permit Grant Program (Developers)		
<input type="checkbox"/> Program 6: Accessibility Improvement Grant Program ((Property Owners/ Tenants)		
<input type="checkbox"/> Program 7: Industrial and Commercial Development Charge (DC) Deferral Interest Grant Program (Developers)		
<input type="checkbox"/> Program 8: Environmental Site Assessment (ESA) Grant Program (Developers)		

#### 4. Project Description

General Description of Proposed Work:

Total Estimated Cost of Project:

Please attach photos, sketches, etc. showing existing site and proposed changes if possible. Describe below what attachments have been included with this form:

#### Applicant to Sign Below:

Date (dd/mm/yyyy)	Print Name of Applicant	Applicant Signature
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**Owner Authorization:** (signed by owner ONLY if applicant is a tenant or representative and not owner of the property)

As of the date of this application, I am the registered Owner of the lands described above. I authorize the submission of this application for Financial Incentives under the Town of Orangeville's Community Improvement Plan (CIP).

Date (dd/mm/yyyy)	Print Name of Owner	Owner Signature
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#### Next Steps:

1. Town staff will schedule a Pre-Consultation meeting with the applicant within 2 weeks of receipt of the completed Application Intake Form and attached photos or drawings.
2. The information in the form will be screened to determine project eligibility for funding under one of the Financial Incentive Programs in the Town's CIP.
3. Staff and Applicant will discuss the project during the Pre-Consultation meeting and determine what materials the applicant will need to include in their full application submission, which will include but not be limited to:
  - At least 2 Professional Quotes from contractors to complete the proposed work
  - Detailed drawings, sketches, plans (if applicable) of the proposed work, color palettes, materials, etc.
4. The submission will then be reviewed by Staff and a Committee to decide on approval of the application.