



**CITY OF SARNIA
COMMUNITY DEVELOPMENT SERVICES AND STANDARDS**

255 CHRISTINA STREET NORTH
SARNIA, ON N7T 7N2

PHONE (519) 332-0330 ext. 3293 | FAX (519) 332-0776 | EMAIL max.williams@sarnia.ca

APPLICATION FOR HERITAGE PROPERTY TAX REBATE

OFFICE USE ONLY		
Application No.		Year
Date Received	Application Information Received	Entered By (Initials)
	YES / NO	
Staff Review Date	Status	New Application - Renewal
	APPROVED / DENIED	
Outstanding Requirements	Insurance Certificate Attached	Photographs Attached
	YES / NO	YES / NO

PART 1 – APPLICANT INFORMATION	
Property Owner	
Address	
City	
Province	Postal Code
Email Address	

PART 2 – PROPERTY INFORMATION		
1. Location & Description of Subject Lands		
Municipal Address		
Assessment Roll Number		
Legal Description (Lot, Plan, Concession)		
2. Site Statistics of Subject Lands		
Lot Frontage	Lot Depth	Approximate Area (m ²)
Is the property designated?		YES / NO
Under which part of the Ontario Heritage Act is the property designated? Part IV and/or Part V _____		
If Part IV how is the property rated? Good (G) / Very Good (VG) / Excellent (E)		
3. City of Sarnia Heritage Easement Agreement		
Is there a Heritage Easement Agreement on the Property?		YES / NO
<i>Please provide a copy of the Certificate if Insurance for the Property.</i>		
Certificate of Insurance included?		YES / NO

4. Photographs of Building or Features

Please provide current photographs of the building, including each elevation (north, south, east and west) and the date the photograph was taken.

Photographs provided? YES / NO

5. Condition of Building

To be eligible, the property/building must be in good and habitable condition.

Is the building occupied and habitable? YES / NO

Is the building in good condition? YES / NO

6. Contraventions

Is the property the subject of any City by-law contraventions, work orders, penalties, fees, arrears of taxes, fines or other outstanding municipal requirements as of the date of application?

YES / NO

If **YES**, please identify the issue below.

7. Anticipated Work for Upcoming Year

Please identify any anticipated restoration and maintenance activities and costs associated with the property for the coming year.

8. Applicants Acknowledgement

The Applicant hereby acknowledges

- a. that this application and the attached supporting documentation, information and materials, if any, contains information collected and maintained specifically for the purpose of creating a record available to the general public and is open to inspection by any person during normal office hours pursuant to the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*;
- b. that submission of this application constitutes consent for authorized City staff representative(s) to inspect the subject lands or premises, and to carry out any inspections, tests and investigations as may be required;
- c. that additional information and/or materials may be required, and therefore, the application may not be deemed complete, nor processed unless the additional information and/or materials are submitted.

Questions about the collection and inspection of this information should be directed to: **Max Williams – Planner II (Phone: 519-332-0330 Ext. 3293) or the Director of Community Development Services and Standards Department, City of Sarnia, 255 Christina Street N., Sarnia, Ontario, N7T 7N2**

9. Owner's Authorization

I, _____ *(e.g. Please Print)* _____, of the _____ *(e.g. City of Sarnia)* _____, in the _____ *(e.g. County of Lambton)* _____, make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application in respect of the Sections above is true.

Sworn (or declared) before me at the _____ *(e.g. City of Sarnia)* _____, in the _____ *(e.g. City of Lambton)* _____, this _____ day of _____, in the year _____.

Applicant Commissioner of Oaths

Applications will not be processed if the application form is incomplete

10. Application Fee

Application for Heritage Property Tax Rebate (First time Applicants Only)