

**CORPORATION OF THE MUNICIPALITY OF PORT HOPE  
APPLICATION FOR HERITAGE INCENTIVE  
TAX REDUCTIONS OR REFUNDS**

**FOR PROPERTIES WITHIN A HERITAGE CONSERVATION DISTRICT DESIGNATED  
UNDER PART V OF THE ONTARIO HERITAGE ACT  
OR  
COMMERCIAL PROPERTIES DESIGNATED UNDER PART IV OF THE ONTARIO  
HERITAGE ACT**

**PURSUANT TO MUNICIPALITY OF PORT HOPE BY-LAW NO. 72/2005**

**FORM NO. 1 OF 2**

For Internal Use Only
File No. _____ Received On: _____

(Applications are to be submitted to the Clerk's Office, 56 Queen Street, PO Box 117, Port Hope ON L1A 3V9)

1. Name of Owner/s \_\_\_\_\_

Mailing Address \_\_\_\_\_  
\_\_\_\_\_

Telephone No. \_\_\_\_\_ E-mail: \_\_\_\_\_

Address of Property \_\_\_\_\_

2. Has this property ever received a Heritage Tax Incentive pursuant to By-law No. 72/2005? Yes: \_\_\_\_\_ No: \_\_\_\_\_

If yes, date: \_\_\_\_\_ Amount: \_\_\_\_\_

3. Is the property located within a Heritage Conservation District designated under Part V of the Ontario Heritage Act?

Yes: \_\_\_\_\_ No: \_\_\_\_\_

OR

Is the property a Commercial Property designated under Part IV of the Ontario Heritage Act?

Yes: \_\_\_\_\_ No: \_\_\_\_\_

If Yes, By-law No.: \_\_\_\_\_

**Note: For the purposes of a Heritage Incentive Tax Reduction or Refund, "Eligible Property" means land, buildings or structures which are located within a Heritage Conservation District designated under Part V of the Act or any designated commercial properties which have been individually designated under Part IV of the Act and that are subject to an Easement Agreement with the Municipality under Section 22 of the Ontario Heritage Act, or an Easement Agreement with the Ontario Heritage Foundation under Section 22 of the Ontario Heritage Act, or an Agreement with the Municipality respecting the preservation and maintenance of the property.**

4. Estimated construction start date: \_\_\_\_\_

Estimated completion date: \_\_\_\_\_

5. Heritage Approval Application received on \_\_\_\_\_

**Note: a copy of the approved stamped Heritage Approval Application with supporting information must be attached to this application.**

6. Is a Building Permit required? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Has a Building Permit been issued? Yes: \_\_\_\_\_ No: \_\_\_\_\_

**Note: if a Building Permit is required, a copy of the Building Permit must be attached to this application.**

7. Provide a brief description of the project:

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8. Total estimated eligible cost of project: \$ \_\_\_\_\_

I/We hereby make application to the Heritage Incentives Advisory Committee for initial review and preliminary consideration of eligibility for a Heritage Tax Incentive and acknowledge that I/We have received a copy of By-law No. 72/2005 and have read the terms and provisions therein.

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Signature/s of Owner/s

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Date

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HERITAGE ACT**

**PURSUANT TO MUNICIPALITY OF PORT HOPE BY-LAW NO. 72/2005**

**FORM NO. 2 OF 2**

For Internal Use Only

File No. \_\_\_\_\_ Received On: \_\_\_\_\_

(Applications are to be submitted by February 28 of the year following the first year for which the Owner is seeking to obtain a tax reduction or refund, to the Clerk's Office, 56 Queen Street, PO Box 117, Port Hope ON L1A 3V9)

1. Name of Owner/s \_\_\_\_\_

Mailing Address \_\_\_\_\_  
\_\_\_\_\_

Telephone No. \_\_\_\_\_ E-mail: \_\_\_\_\_

Address of Property \_\_\_\_\_

2. Have you satisfied all requirements and received a written report confirming that the alteration to the Eligible Heritage Property has been completed in accordance with the terms of the approved application and Heritage Approval Application.

Yes \_\_\_\_\_ No \_\_\_\_\_

**Note: A copy of written approval from either the Heritage Port Hope Advisory Committee or Chief Building Official must be attached to this application.**

3. Has the Eligible Heritage Property been reassessed by MPAC?

Yes \_\_\_\_\_ No \_\_\_\_\_

4. If Yes, what is the amount of assessment increase directly resulting from the reassessment of an approved alteration?

\$ \_\_\_\_\_

**Note: A copy of written confirmation from MPAC must be attached to this application.**

5. Have you executed the Easement or Agreement in a form satisfactory to the Municipality required by Section 5.2.3 of By-law No. 72/2005?

Yes \_\_\_\_\_ No \_\_\_\_\_

I/We hereby make application to the Municipality of Port Hope Council for a Heritage Tax Incentive and acknowledge that I/We have received a copy of By-law No. 72/2005 and have read the terms and provisions therein.

\_\_\_\_\_  
Signature/s of Applicant/s

\_\_\_\_\_  
Date

**For Internal Use Only**

Application approved by HIAC \_\_\_\_\_ Date \_\_\_\_\_

Items not included in approved application \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Chair: \_\_\_\_\_ Date \_\_\_\_\_

Date of inspection to confirm work completed: \_\_\_\_\_

Signature of HPH or CBO \_\_\_\_\_ Date \_\_\_\_\_

Application approved by Council upon completion of project

Resolution No \_\_\_\_\_ Date \_\_\_\_\_

Processing by Finance Dept.

Date \_\_\_\_\_ Action Taken \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Consent to use photographs

The undersigned applicant(s), on behalf of the owners of the subject property, hereby authorize and consent to the Municipality of Port Hope and its Agents, using photographs of the subject property taken before, and/or after, the proposed work is authorized and completed, in consideration of the Corporation of the Municipality of Port Hope reviewing this application.

Dated at Port Hope this \_\_\_\_\_ day of \_\_\_\_\_, 2006

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Signature of Applicant