

# CKL-H Affordable Housing Framework 2018 New Rental Housing Program

Application Deadline: May 31, 2018

**City of Kawartha Lakes Use Only:**

**Applicant Information:**

**Applicant is (choose one):**

Owner

Authorized agent of owner

**Last Name:**

**First Name:**

**Corporation or partnership**

**Mailing Address (Street, PO Box, City, Province, Postal Code)**

**Telephone Number**

**Cell Phone Number**

**Email**

**Owner Information (if different from applicant)**

**Last Name**

**First Name**

**Corporation or Partnership**

**Mailing Address (Street, PO Box, City, Province, Postal Code)**

**Phone Number:**

**Cell Phone Number**

**Email:**

**Builder Information:**

**Last Name**

**First Name**

**Corporation or Patnership**

**Mailing Address (Street, PO Box, City, Province, Postal Code)**

**Phone Number**

**Cell Phone**

**Email**

**Project Information:**

**Property Address (Street, PO Box, City, Province, Postal Code)**

**Plan # or Description**

**Project value estimate?**

**Area of work? (M2)**

**Have you already spoken to your municipality building or planning department about creating a New Rental?**

Yes

No

**Have any approvals been obtained already? (eg. Environmental, Building code, Fire Code, etc.)?**

Building Code

Fire Code

Environmental

Zoning

If no regulatory approvals have been granted, indicate the stage of the project is at in terms of the planning approvals process, and attach supporting documentation.

**Please Note: It is not mandatory to already have these approvals to be considered for this funding, however applications with approvals will be considered first. Conditional funds approval will allow a period of time to secure the necessary approvals.**

## Description of New Rental Construction Project

**Please use this section to describe your proposed unit(s).** The new rental housing program provides forgivable loans to owners/developers with land zoned for residential use with a development plan that enables the construction or conversion of units that provide support to low-income households.

The unit/s created must be at or below the Canada Mortgage of Housing Corporation (CMHC) average market rent for the area.

### **For 2018**

One bedroom self contained apartments - \$871

The Rent limit must stay at the CMHC average for a minimum of ten (10) years or longer. Funding for this program will be at an average of \$20,000 per unit.

Please provide a detailed description of your proposed project, including information about site details and rediness, project concept (building, unit size and type, energy provisions, accessibility features, etc), development schedule (proposed implementation plan and schedule), additional financial details, etc.

For conversion projects please attach pictures of current structure.

### **Provide a detailed description of your proposed project.**

**How many units are you applying for under this program? (1-12)**

**Total amount of funding requested (\$20,000 per unit)**

**Estimated Project Cost Details:**

**Total estimated construction cost including tax:**

**Cost**

**Estimated other costs (e.g. legal fees, permits & inspections)**

**Cost:**

**Name of Qualified Designer:**

**Cost:**

**(A) Estimated total cost (construction plus all other costs)**

**(B) Housing Initiatives Funding Amount:**

**(C) Other Financing (i.e. loan, owner contribution)**

**(C) Cost**

**Total of funding & other finances (must be equal to estimated total costs) (B+C=A):**

**Funding From Other Sources**

**Funding from other sources, in any form (e.g. grants, consumer rebates, mortgage financing, etc.) received or expected to be received, (including any funding applied for) for work that may be covered through other funding must be disclosed.**

- I will be seeking/have sought funding from other sources for repairs/renovations (e.g. grants, consumer rebates, etc.). Please provide a detailed explanation and supporting documentation (i.e. letters of participation, funding commitment letters, etc.)

## Terms and Conditions:

I/We acknowledge and understand that the following terms and conditions shall apply to this application and, if assistance is approved, to any subsequent loan:

1. Any work carried out before written confirmation of approval from the City of Kawartha Lakes is not eligible for assistance.
2. Any labour charges from the applicant or members of the applicant's family are not eligible for payment.
3. The amount of the funding is based on the estimated projects costs as completed on page 5 of this application and as approved by CKL.
4. The entire amount of the funding, if approved, may only be used to finance the City of Kawartha Lakes approved construction/conversion of rental units as identified on Page one (1) of this application form.
5. The funding will be subject to the terms and conditions set out in the final funding commitment agreement and any funding related documentation (e.g. mortgage). Appropriate security will be registered on title and discharged when all requirements have been met. Fees for registrations are deducted from the funding approved.
6. If the information provided in the application is incorrect or false, the City of Kawartha Lakes may cancel the application.
7. If any terms and conditions of the funding agreement are not met, the City of Kawartha Lakes shall have the right to seek recovery of any funds disbursed.
8. All work must be done in accordance with all applicable local, municipal, and/or provincial legislation (i.e. zoning, building & fire codes, etc.)
9. Funds will not be disbursed until such time as all applicable occupancy permits for the project have been issued and copies provided to the City of Kawartha Lakes.
10. Construction shall commence within 90 days of signing the funding approval agreement unless otherwise agreed to by the City of Kawartha Lakes. All work must be completed within one (1) year of signing the loan agreement.

## Declaration and Consent:

1. I/We hereby confirm that to the best of my/our knowledge the information provided herein is complete and accurate in every respect.
2. I/We hereby confirm that I am/we are the owner(s) of the property and no other person is an owner.
3. I/We hereby confirm that the City of Kawartha Lakes and/or its authorized representatives or agents may carry out the necessary enquiries for the purpose of confirming the information provided in this application form. I/We give the City of Kawartha Lakes permission to check the information that I/We have given them with the person or agency who can confirm the information and to provide such further information and/or documents as the City of Kawartha Lakes may request in this regard.
4. I/We acknowledge that personal information submitted on and with this application, is collected by the City of Kawartha Lakes to be used only to: contact the applicant(s) about the Program; determine eligibility; and to make an application under this program.
5. I/We hereby authorize the inspection of this property as required, on the understanding that any inspections conducted by the city of Kawartha Lakes and/or its authorized representatives are for internal administrative purposes only, and provide no guarantee or assurance of compliance with any applicable building codes or standards.
6. I/We hereby acknowledge that when funding is granted, we cannot claim the cost of work covered by the funding for any Provincial Tax Rebate programs. The City of Kawartha Lakes reserves the right to reject or decline any or all applications submitted or to request additional information.
7. I/We have read, understood and agree to the terms and conditions listed above.

**Name:**

**Owner/Authorized agent of owner signature:**

**Date:**

**Additional Information:**

The information on this form or any attachments hereto will be used to determine initial and ongoing eligibility for City of Kawartha Lakes Affordable Housing Initiative funding and is collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act. R.S.O. 1990, c.56 ("MFFIPA"). Questions about the collection or release of this information should be directed to:

City of Kawartha Lakes  
Housing Help division  
Unit A - 37 Lindsay Street South  
Lindsay, ON K9V 2L9  
Phone No.:705-878-9367 Toll Free: 1-844-878-9367  
[housinghelp@kawarthalakes.ca](mailto:housinghelp@kawarthalakes.ca)

Completed application forms will be kept on file until December 31, 2018. If your application is not complete or documents missing, you will be contacted by phone or email.

If you have any questions about this application, please contact: Housing Help at 705-878-9367 or toll free at 1-844-878-9367.