

# Affordable Housing Targets Program 2021

City of Kawartha Lakes  
Human Services  
68 Lindsay Street North  
Lindsay, ON K9V 4S7  
705-324-9870 ext.3105  
ekarklins@kawarthalakes.ca

## Kawartha Lakes and Haliburton Affordable Housing Targets Program 2021 Expression of Interest

**City of Kawartha Lakes Use Only:**

Applicant Information

**Applicant is (choose one):**

- Owner
- Authorized agent of owner
- Looking for land

**Last Name:**

**First Name:**

**Corporation or partnership:**

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

**Telephone Number:**

**Cell Phone Number:**

**Email:**

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**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:**

**Property Information**

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

**Legal description/ address of property (Lot, PIN, Roll # etc.)(if known)**

**Is the applicant(s) the owner(s) of the property for which the funds are being requested:**

Yes

No

In the process of purchase

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**If the property is not yet owned by the applicant, please explain the desired or planned arrangements to acquire the property, including who currently owns the property, and anticipated date of acquisition.**

**Property Type/Existing Use:**

- Single Family Home
- Apartment (above retail/service space is permitted)
- Rooming House
- Commercial
- Industrial
- Vacant Land
- Looking for Land

**What is the age of the structure?**

**What is the approx. sq footage of the structure?**

**Based on your most recent property tax assessment, what is the value of your property? (if available)**

**Are the property taxes paid up to date? (if applicable)**

Yes

No

N/A

**Are insurance payments up to date? (if applicable)**

Yes

No

N/A

**Are all mortgage payments up to date? (if applicable)**

Yes

No

N/A

**Is the owner applying for bankruptcy or have an active bankruptcy file?**

Yes

No

**Have you already spoken to your municipality building or planning department about your intended project?**

Yes

No

N/A

**Have any approvals been obtained already? (eg. Environmental, Building code, Fire Code, etc.)?  
Please Note: It is not mandatory to have these approvals.**

Building Code

Fire Code

Environmental

Zoning

None

**Please identify what program types you are interested in/applying for: \***

New Rental Development Program

New Home Development Program

Secondary Suite Program

Multi-Unit Rehabilitation Program

Rent Supplement Program

**Do you have development experience?**

Yes

No

**What is your estimated Family Gross Income (Secondary Suite Only)**

**The home is the sole and principal residence of the Homeowner(s) and the Homeowner(s) must not have a vested interest in any other property. (Secondary Suite program only) \***

Yes

No

**\*If homeowner owns multiple properties or the home is not the primary residence, then unfortunately not eligible for the Secondary Suite Program\***

**Description of Project Construction/Conversion:**

**Please provide a brief description of your proposed project, which can include information about site details and readiness, project concept, development schedule, additional financial details, total value, etc. \***

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**Please describe the unit breakdown of your project. (Number of units, rent including utilities, sizes of units- 1bdrm/2bdrm, and how long it will stay affordable)**

**Please provide draft Pro Forma - estimated land, soft and construction costs; financing plan; 10 year operating with break even at minimum**

**Please provide an estimated start date:**



# Affordable Housing Targets Program 2021

## Terms and Conditions:

I/We acknowledge and understand that the following terms and conditions shall apply to this Expression of Interest application:

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. If the information provided in the application is incorrect or false, the City of Kawartha Lakes may cancel the application.

## 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 and determine eligibility for the final application.
5. I/We acknowledge that if the application is put forward to Council, project information such as name/business name, project location, project summary and incentive requested will be accessible by the public.
6. I/We have read, understood and agree to the terms and conditions listed above.



Terms and Conditions (Secondary Suite Only):

I/We acknowledge and understand that the following terms and conditions shall apply to this Expression of Interest application:

1. The applicant(s) must be the Homeowner(s) of the home for which the SSP funds or incentives are being requested.
2. The home must be the sole and principal residence of the Homeowner. They must reside there at the time of the application and throughout the affordability period.
3. Homeowner(s) must not have a vested interest in any other property.
4. The Homeowner(s) must be a permanent resident of Kawartha Lakes or the County.
5. The combined gross income of the Household must be at or below the maximum household income limit set by the SM and adjusted annually. The income limit(s) will be provided as part of the information package released with annually.
6. The Homeowner(s) must not be applying for bankruptcy or have an active bankruptcy file.
7. The value of the home must be at or below the maximum house value as determined by the SM. The maximum house value will be provided as part of the information package released annually.

**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 and determine eligibility for the final application.
5. I/We acknowledge that if the application is put forward to Council, project information such as name/business name, project location, project summary and incentive requested will be accessible by the public.
6. I/We have read, understood and agree to the terms and conditions listed above.

**Name:**

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

**Date:**

**Signature of applicant**

**Checklist: please make sure all applicable documentation is attached to your application**

- Completed application form with all of the required signatures
- Photo ID (if applying for funding through the Secondary Suite program stream)
- Proof of insurance in good standing (if applicable)
- Proof of mortgage in good standing (Statement from Lender(s) and if applicable)
- Copy of regulatory approvals (e.g. Environmental, Building Code, Fire Code, etc.) If already obtained
- Documentation of funding from other sources (if available)
- Project Plan and Schedule (if available)
- Pictures/concept drawing (if available)
- Project pro forma, including capital and operating budgets (if available)

**File Upload**

**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 Targets Program 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 Services  
68 Lindsay Street North  
Lindsay, ON K9V 4S7  
Phone No.:705-324-9870 Toll Free:1-877-324-9870  
[ekarklins@kawarthalakes.ca](mailto:ekarklins@kawarthalakes.ca)

Completed application forms will be kept on file until December 31, 2026. 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: Elise Karklins, Affordable Housing Program Coordinator at 705-324-9870 ext 3105 or toll free at 1-877-324-9870.