Schedule 3: Consent and Acknowledgment

A. Project information

Building number, street name

Description of proposed work

B. Administrative Performance Deposits (As per Schedule "B" of By-Law 2019-027)

A refundable Administrative Performance Deposit (Deposit) is charged for each Building Permit issued. The amount of the Deposit is based on the construction value of the work. The full amount of the Deposit is refundable if the work is completed with 1 year of the date of permit issuance (2 years for projects with a construction value of one million dollars ($ 1,000,000) or greater).

Prior to refunding the Deposit, the Applicant/Permit Holder shall obtain a final inspection. The Deposit will be refunded to the **PERSON** indicated below, once the final inspection has passed. An amount equal to twenty-five percent (25%) of the original deposit is retained annually for a Building Permit that has not obtained a **PASSED** final inspection. Pursuant to Building By-Law 2019-027, additional fees, such as re-inspections, incurred by the Permit Holder may be deducted from the Deposit.

I hereby acknowledge that I have read and understand that it is responsibility of the Applicant/Permit Holder to notify the City for all required inspections, including the final inspection in order to obtain the Deposit.

_____ _____

Date Signature of applicant

Name of Person to return Deposit to:

Complete mailing address:

C. Agent Authorization

Last name (Agent)	First name (Agent)	Corporation or partnership
Street address		
City/Town	Postal code	Province
Telephone number ( )	Cell number ( )	E-mail

I,_____ am the registered property owner(s) of the property described in this application
(print name of owner)

form and do hereby authorize _____to make applications and amendments on my behalf.
(print name of authorized agent)

It is understood that I/we will abide by all By-Laws of the City of Cornwall and that any approvals granted by this application will be carried out in accordance with the municipal requirements.

_____ _____

Date **Signature of property owner**

D. Incomplete Application

I _____ am the owner or the Authorized Agent of the owner
(print name of owner/authorized agent)

and do hereby acknowledge that this application is deemed to be incomplete and is not entitled to the time periods prescribed in the *Ontario Building Code*.

Notwithstanding the above, I wish to have the application accepted for processing and understand that a Building Permit will not be issued until all the required information is submitted and reviewed for compliance by the Chief Building Official or their designate.

_____ _____

Date Signature of applicant

E. Declaration of Rental Units (Residential)

Complete Section E if you are proposing new development that will result in rental housing. Provide the number of new rental units categorized by bedroom type. Review the reduction rates, payment terms, and interest calculations as stipulated in By-Law 2023-027.

Definition: "Rental Housing" means development of a building or structure with four or more dwelling units all of which are intended for use as rented residential premises.

Number of existing units	Number of existing rental units	
Number of new units proposed	Number of new rental units proposed	
# of 1 Bedroom & Bachelor Rental Units	# of 2 Bedroom Rental Units	# of 3 + Bedroom Rental Units

Development Charges Reduction for Rental Housing:

As per Section 3.13 of By-Law 2023-027

Reduction Rates:

25% reduction for residential units with three or more bedrooms.
20% reduction for residential units with two bedrooms.
15% reduction for residential units with fewer than two bedrooms.

Payment Terms and Interest Calculations

As per Section 3.21 and 3.23 of By-Law 2023-027

Payment Terms:

Development charges for rental housing and institutional developments are payable in six installments.
The first installment is due on the date of occupancy.
Subsequent installments, including interest, are payable annually on the anniversary date of occupancy.

Interest Calculation:

Interest is calculated as the base rate plus 1%.
The base rate is the average prime rate on adjustment date (ie., January 1st, April 1st, July 1st, and October 1st).
The average prime rate is the mean of the annual interest rates announced by major Canadian banks.
Contact

Early Payment Agreement:

Under section 27(1) of the Development Charges Act, an Early Payment Agreement is required for early payment of development charges. If a person chooses to pay the full development charges plus accrued interest earlier than required, the General Manager, Planning, Development and Recreation, and the General Manager, Financial Services and Treasurer have the authority to issue and execute the agreement.

Declaration of Applicant

I hereby acknowledge that I have read and understand that development charges for rental units are subject to a reduction and that development charges for rental units and institutional development are payable in six annual installments commencing at the time of occupancy and may be subject to compounded interest rates.

Date _____

Signature of Property Owner _____