



City of Greater Sudbury
 P.O. Box 5000, Station A, 200 Brady Street
 Sudbury, ON P3A 5P3

Office Use Only
Building Permit No.

Application to Defer Residential Development Charges

Part A - Please Read Carefully Before Completing the Application:

1. This Application must be signed by all registered owners of the property and submit to Buiding Services staff at time of building permit application.
2. Applications will be referred to the City's Chief Financial Officer/Treasurer for approval.
3. Applications can only be approved if:
 - a) the building permit application is for a single detached dwelling, a semit-detached dwelling or a multiplex with 4 or fewer units AND provided that site plan control does not apply;
 - b) none of the applicants have an outstanding account with the City. Arrears of taxes, water, outstanding amounts on fines, fees or any other amount will disqualify an applicant;
 - c) none of the applicants is in default under a development charge deferral agreement;
 - d) none of the applicants is the owner of a property subject to an order under the Building Code Act.
4. The Chief Financial Officer/Treasurer will advise if the application has been approved.
5. Approved applicants must:
 - a) enter into an agreement with the City in a prescribed form setting out the terms of the deferral and payment;
 - b) provide a postdated cheque payable to the City in the amount of the Development Charges payable on the building permit application and dated for 6 months after the date of issuance of the building permit; and
 - c) either provide an Authorization and Direction authorizing the City to register a Restriction on Transfer without consent of the City, on title to the Property to which the building permit application relates, together with a cheque to the City in the amount of \$439.04 to cover the preparation and registration fees, disbursements and HST OR a registered Restriction on Transfer as described above.
6. Upon receipt of the items in section 5, the City will sign the agreement to defer development charges, and the building permit can issue without the applicant having to pay development charges at the time of issuance.
7. The restriction on transfer will be removed from title upon payment of the Development Charges in accordance with the agreement, and payment of any applicable fees or charges.

Part B - Owner Information

Municipal Address (street name and number)		Mailing Address (if different than Municipal Address)	
Names of all registered owners as shown on title to the property identified above			
City	Postal Code	City	Postal Code
Residence Telephone Number		Email Address	
Fax Number		Daytime/Cell Telephone Number	

Part C - Property Information (for which development charges are being assessed)

Roll Number
Municipal Address

OFFICE USE

Legal Description	PIN

Part D - BUILDING INFORMATION

OFFICE USE

Type of Building	Number of Units	Development Charge (at time of application)	Development Charge (at time of building permit issuance)	Total
Single Family Dwelling (NEW)				
Semi-Detached Dwelling (NEW)				
Multiples/Apartments (up to 4 units only)				
Total				

Note - Following buildings are **not eligible** for Deferral: (a) Multiples/Apartments greater than 4 units; (b) Mixed use buildings; (c) any building(s) that require a Site Plan Control Agreement; and (d) non-residential buildings.

Part E - Certification

I, an undersigned certify that:

1. I have read and understood the information disclosed in part A and wish to submit an application to defer payment of development charges for a period which is the shortest of: six months from issuance of the building permit for the property, the date on which occupancy is issued for the first dwelling unit on the property and transfer of the property.
2. The information provided in this application is accurate.
3. I am not indebted to the City, am not in default under Development Charges Deferral Agreement, and am not an owner of a Property subject to an order under the Building Code Act.
4. I understand that the Development Charges if not paid when due will incur late interest charges of 1.25% per month and may be added to the tax roll for the property. In addition, if the post-dated cheque is returned as non-sufficient funds, then an additional fee will be imposed (\$43 as of Jan 1, 2016).

If owner is a corporation:

Corporate Name

Corporate Name

Per:

Per:

Name Title

Name Title

I/We have authority to bind the Corporation

I/We have authority to bind the Corporation

If owner is not a corporation:

Owner (please print)

Owner (please print)

Owner Signature

Owner Signature

_____ Date

Personal information contained in this form is collected under the authority of the *Development Charges Act, 1997* and will be used for the purpose of assessing applications to defer payment of development charges under s.27 of the *Development Charges Act, 1997* and By-Law 2015-241. Questions about this collection of personal information should be directed to the Deputy City Clerk, P.O. Box 5000, Station A, 200 Brady Street, Sudbury 3-1-1, ext. 4206.

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Date Application Received: _____

Received By: _____

Application Approved

Application Denied

If Application denied: DC's paid in full before Building Permit Issued

If approved for a deferral, Finance staff will prepare the Development Charges Deferral Agreement for signatures of both parties. Chief Financial Officer will execute the agreement when the Owner has provided the following items to the Finance department:

- i) Owner(s) signed the DC Deferral Agreement; and
- ii) Owner(s) provided post-dated cheque; and
- iii) Owner(s) have registered a "Restriction on Transfer" on title and proof of registration has been received by the City

Forwarded to:	Date	Reviewed by*	Date
A/R Dept.			
Tax Dept.			
Building Dept.			

* If eligibility criteria not approved, then please provide an explanation below:

