

COST-SHARING AGREEMENT APPLICATION GUIDE

APPLYING FOR COST-SHARING AGREEMENT

On May 18, 2011 the City of Greater Sudbury Council adopted a policy on Development Cost Sharing. The intent of the policy is to establish a cost sharing structure between the development community and the City.

The framework for cost sharing is set out in the Policy on Development Cost Sharing. Applications for cost sharing agreements are considered by the Planning Committee and Council of the City of Greater Sudbury.

DEALING WITH THE APPLICATION

1

REVIEW and REPORT

City staff will review the application for a cost sharing agreement and through their review may require additional information to be provided by the applicant. As part of the review a report will be prepared by City staff for consideration at the Planning Committee. The recommendation of the Planning Committee will be considered at the subsequent meeting of City Council.

2

AGREEMENT

If the application is approved, a cost sharing agreement will be prepared by the City for the parties to sign.

Planning Services Division
Box 5000, Station 'A', 200 Brady Street
Sudbury ON P3A 5P3
Tel. (705) 674-4455, Ext. 4295 Fax (705) 673-2200

City of Greater Sudbury

APPLICATION FOR COST SHARING AGREEMENT

APPLICATION FEE: N/A

CHEQUES MADE PAYABLE TO: CITY OF GREATER SUDBURY

Please print. Schedules may be included, if necessary.

The undersigned hereby applies to the City of Greater Sudbury to request a cost sharing agreement with the City of Greater Sudbury pursuant to the City of Greater Sudbury's Policy on Development Cost Sharing.

1. Person/ Company requesting cost sharing agreement		Telephone Numbers
		Home
Mailing Address		Business
City	Postal Code	Fax

If the application will be represented by someone other than the person/company noted above and/or the application is prepared and submitted by someone other than the person/ company noted above, please specify:

2. Name of Agent		Home
		Business
Mailing Address		Fax
City	Postal Code	

Note: Unless otherwise requested, all communication will be sent to the agent, if any.

3. Service that Cost-Sharing agreement is to address	<input type="checkbox"/> Road	<input type="checkbox"/> Sanitary Sewer	<input type="checkbox"/> Water main
	<input type="checkbox"/> Storm Sewer	<input type="checkbox"/> Stormwater Management Facility	<input type="checkbox"/> Other
If other Specify _____			

4. Legal description of development site that the service in Question 3 above is intended to service.

Registered Owner

Roll #	Township	Lot No.	Concession No.
PIN	Parcel(s)	Subdivision Plan No.	Lot
Reference Plan No.		Part(s)	
Municipal Address or Street(s)			

5. Legal description of lands external to the development site, described in Question 4 above, that will benefit from the service.

Property No. 1 (if more than two properties attach list)

Registered Owner

Roll #	Township	Lot No.	Concession No.
PIN	Parcel(s)	Subdivision Plan No.	Lot
Reference Plan No.		Part(s)	
Municipal Address or Street(s)			

Property No. 2

Registered Owner

Roll #	Township	Lot No.	Concession No.
PIN	Parcel(s)	Subdivision Plan No.	Lot
Reference Plan No.		Part(s)	
Municipal Address or Street(s)			

COST SHARING AGREEMENT

6. Supporting Material to be attached.
1. A description and location of the service including the anticipated date that the construction of the service is to be commenced and completed. Note: The City of Greater Sudbury Development Cost Sharing Policy includes that Council approval of the construction of the service and reimbursement must be obtained prior to the commencement of construction.
 2. A detailed total cost estimate for the service prepared by a professional engineer;
 3. A detailed cost estimate for the City's share of the service based on the Policy on Development Cost Sharing;
 4. A plan outlining the boundaries of the lands that will benefit from the service.

-
7. If there is any additional information which may be relevant to the request and which should be considered by the City in reviewing this application, please attach outlining the particulars of same.

Unless otherwise requested, all communications will be sent to the agent.

OFFICE USE ONLY

Date of Receipt

PART A: OWNER ACKNOWLEDGMENT & CONSENT

I/We _____ (please print name), the registered owner(s) of the property described as _____

in the City of Greater Sudbury:

Collection, Use and Disclosure of Information

- a) acknowledge that personal information collected on this form is collected pursuant to the *Municipal Act S.O. 2001, c.25* for the purpose of processing this application;
- b) in accordance with the *Municipal Freedom of Information and protection of Privacy Act*, consent to the use and disclosure of this application and any Supporting Documentation, inclusive of any personal information, to any person or entity, in any manner chosen by the City, including copying, posting on the City’s website, advertising in a newspaper, routine distribution to members of council and in staff reports, or releasing to a third party upon third party request;
- c) grant the City permission to reproduce, in whole or in part, the application and Supporting Documentation for: internal use, inclusion in staff reports, distribution to the public for the purpose of public consultation or any other use associated with the purpose of review and implementation of the application;

Authority to Enter Land and Photograph

- d) grant the City permission to attend, photograph and conduct inspections of the lands subject to this application as part of the City’s review and processing of this application;

Appointment of Authorized Agent

- e) appoint and authorize _____ (print name of agent) to act as my/our agent with regard to this application to the City of Greater Sudbury, including but not limited to receiving all correspondence, attending at any hearings, fulfilling any conditions and providing any approvals or consents and ratify, confirm and adopt as my/our own, the acts, representations, replies and commitments made by the agent on my/our behalf;

Dated this: _____ day of _____, 20_____.

(witness)

(Signature of Owner #1 or Signing Officer where a Corporation*)

Print Name: _____

(witness)

(Signature of Owner #2 or Signing Officer where a Corporation*)

Print Name: _____

*Where the owner is a firm or corporation, the person signing this instrument shall state that he/she has authority to bind the corporation or affix the corporate seal.

PART B: OWNER OR AUTHORIZED AGENT DECLARATION

I,/We _____ (please print name), the
registered owner(s) of the property described as _____

solemnly declare that all of the statements contained in this application and in the Supporting
Documentation are true and complete, and I make this solemn declaration conscientiously believing it to
be true and knowing that it is of the same force and effect as if made under oath.

Date: _____

(Signature of Owner #1 or Signing Officer where a Corporation*)

Print Name: _____

I have authority to bind the Corporation

(Signature of Owner #2 or Signing Officer where a Corporation*)

Print Name: _____

I have authority to bind the Corporation

Dated this: _____ day of _____, 20_____.

Commissioner of Oaths

*Where the owner is a firm or corporation, the person signing this instrument shall state that he/she
has authority to bind the corporation or affix the corporate seal.

Questions regarding the collection of personal information should be directed to the Manager
Development Approvals, City of Greater Sudbury, 200 Brady Street, Sudbury, ON P3A 5P3.