



# Brownfield Community Improvement Plan Program Requirements

Certain criteria must be met in order to qualify for the various incentives offered by the Brownfield Community Improvement Plan. Below is a list of all the Brownfield programs and their associated requirements. Please review carefully the applicable programs to determine their criteria needs. Some requirements span all the programs whereas some are program specific.

## Phase 2 Environmental Site Assessment Grant Program

- Phase 1 Environmental Site Assessment
- Property Taxes Paid in Full
- Two estimates prepared by qualified professional consultants\* to verify the expected cost of the study
- The chosen consultant will provide a summary proposal of the Environmental Site Assessment, a detailed work plan and budget including timeline to complete remediation of the property to provincially required standards or where no provincial standards are mandated, to the standards found in the "Soil, Ground Water and Sediment Standards for Use under Part XV.1 of the Environmental Protection Act", as amended.

## Tipping Fee Grant Program

- Phase 1 Environmental Site Assessment
- Phase 2 Environment Assessment that confirms that the preferred method of decommissioning the property is the removal and disposal of contaminated soil.
- The grant program shall only apply to contaminated soils that can be accepted at the City of Stratford's Landfill site in accordance with the City's Certificate of Approval from the Ministry of the Environment.
- Property Taxes Paid in Full

## Brownfield Fee Grant Program

- Phase 1 Environmental Site Assessment
- Property Taxes Paid in Full
- Submission of an acknowledged Record of Site Condition (RSC) by the Ministry of the Environment satisfactory to the City and the posting of the RSC on the Environmental Site Registry.
- Outstanding work orders and/or orders or requests to comply from the Building and Planning Department, or any other departments, must be satisfactorily addressed prior to the disbursement of any fee-related grant.

## Brownfield Redevelopment Grant Program

- Phase 1 & 2 Environmental Site Assessments
- Property Taxes Paid in Full
- Two estimates prepared by qualified professional consultants\* of the cost to rehabilitate the property to permit the filing of a Record of Site Condition with the Environmental Site Registry or the cost of complying with any Certificate of Property Use issued under the Environmental Protection Act
- The chosen consultant will provide a detailed work plan including timeline to complete remediation of the property to provincially required standards or where no provincial standards are mandated, to the standards found in the "Soil, Ground Water and Sediment Standards for Use under Part XV.1 of the Environmental Protection Act", as amended
- A Remedial Work Plan, to be approved by the City and containing the following information:
  - Duration of remediation
  - Site plan or subdivision drawings of the redevelopment plan
  - Detail of remediation works to be completed

\*Qualified Professional – Part XV.1 of the Environmental Protection Act requires that a "qualified person" undertake certain activities related to the filing of a Record of Site Condition. A "qualified person" must meet the qualifications requirements specified by Ontario Regulation 153/04 (Records of Site Condition: A Guide on Site Assessment, the Clean-up of Brownfield Sites and the Filing of Records of Site Condition, MOE, 2004).



# Brownfield Remediation Program Application

Submit this completed application to:

Brownfield Program  
**City of Stratford**  
 Economic Development Department  
 73 Albert Street  
 Stratford, ON N5A 3K2

Application # \_\_\_\_\_  
 (Office Use Only)

Date: \_\_\_\_\_

**Please Print Clearly**

**Program Options (Select all appropriate programs)**

- |   |   |
|---|---|
| <input type="checkbox"/> Phase 2 Environmental Assessment Grant | <input type="checkbox"/> Brownfield Fee Grant           |
| <input type="checkbox"/> Tipping Fee Grant                      | <input type="checkbox"/> Brownfield Redevelopment Grant |

**Subject Property Information**

<i>Municipal Address (Number &amp; Street)</i>		<i>Assessment Roll Number</i>	<i>Current Value Assessment (\$)</i>
<i>Property Identification Number (PIN)</i>		<i>Legal Description of Property</i>	
<i>Size of Property (Acres)</i>		<i>Zoning</i>	
<i>Are there outstanding Property Taxes?</i> <input type="checkbox"/> No <input type="checkbox"/> Yes, Attach Explanation		<i>Are there any outstanding Municipal Work Orders?</i> <input type="checkbox"/> No <input type="checkbox"/> Yes, Attach Documentation	
<i>Has a Phase 1 Environment Assessment been completed?</i> <input type="checkbox"/> No <input type="checkbox"/> Yes, Attach Report		<i>Is the property designated under the Ontario Heritage Act?</i> <input type="checkbox"/> No <input type="checkbox"/> Yes, Attach Documentation	
<i>Existing Property Use</i>			

**Applicant Information**

<i>Name of Property Owner</i>		<i>Name of Agent (if applicable)</i>	
<i>Address</i>		<i>Address</i>	
<i>City</i>	<i>Postal Code</i>	<i>City</i>	<i>Postal Code</i>
<i>Telephone</i>	<i>Fax</i>	<i>Telephone</i>	<i>Fax</i>
<i>Email Address</i>		<i>Email Address</i>	

**Affidavit or Sworn Declaration**

I/We hereby apply for a grant under this program.

I/We hereby agree to abide by the terms and conditions of the Brownfield Remediation Program.

I/We hereby agree to enter into a Brownfield Remediation Program Agreement with the City of Stratford that specifies the terms and conditions of the grant.

I/We hereby certify that the information contained in this application is true, correct and complete in every respect and may be verified by the City of Stratford by such inquiry, as it deems appropriate, including inspection of the property for which this application is being made.

I/We hereby agree that any work carried out prior to program approval is not eligible for funding.

I/We hereby grant permission to the City of Stratford, or its agents, to inspect my/our property prior to, during and after environmental remediation, site rehabilitation and project consultation.

I/We hereby acknowledge that the City of Stratford may request an independent review of any or all submitted projected costs or actual costs for improvements under the Brownfield Remediation Program.

I/We hereby acknowledge that the granting of funds through the Brownfield Remediation Program is a public process and that the City of Stratford may be required to provide information contained in this application to members of the public, that this application may be circulated to internal City departments, and that the information in this application may be used for internal reporting purposes.

I/We hereby agree that the program for which application has been made herein is subject to cancellation and/or change at any time by the City of Stratford in its sole discretion, subject to the terms and conditions specified in the Program. The City will, however, honour all Draft and Final Remediation and Redevelopment Agreements existing at the time such cancellation or change is made, subject to the terms and conditions contained therein.

I/We hereby agree that the City of Stratford will determine at its discretion the adequacy of this application and any other documents submitted by the applicant, including proofs of expenditures, and of the project for which this application is submitted. The City of Stratford reserves the right to refuse any application and to limit the amount of assistance it will provide to any particular project. Notwithstanding any representation by or on behalf of the City of Stratford, or any statement contained in the program, no right to any grant arises until it has been duly authorized and paid. The City of Stratford is not responsible for any costs incurred by the Owner/Applicant in any way relating to the program, including, without limitation, costs incurred in anticipation of the grant or costs incurred in the event that the City denies this application.

I, \_\_\_\_\_ of the \_\_\_\_\_ in the

\_\_\_\_\_ make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application in respect of the above Sections is true.

Sworn (or declared) before me:

At the: \_\_\_\_\_

In the: \_\_\_\_\_

This \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

\_\_\_\_\_  
**Commissioner of Oaths**

\_\_\_\_\_  
**Applicant**

**Authorization of Owner for Agent to Make Application**

I, \_\_\_\_\_ am the owner of the land that is the subject of this application  
and I authorize \_\_\_\_\_ to make this application on my behalf.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

**NOTICE OF COLLECTION**

Personal information on this form is collected under the authority of the Planning Act. All names, addresses and comments will be included in material available to the public accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

Questions regarding this collection and its release under the act should be directed to the City Clerk, 1 Wellington Street, P.O. Box 818, Stratford ON N5A 6W1, telephone 519-271-0250 ext. 235 during business hours.