



**DISTRICT OF KITIMAT
AFFORDABLE & ACCESSIBLE HOUSING FUND
APPLICATION**

General Information

Name: _____

- Type:
- Non-Profit Organization
 - Public
 - Public-Private Partnership
 - Housing Society
 - Other: _____

Mailing Address: _____

City: _____ Prov: _____ Postal Code: _____

Contact Information

Primary Contact: _____

Phone: _____ E-Mail: _____

Secondary Contact: _____

Phone: _____ E-Mail: _____

Project Information

Legal

Description: Lot _____ Block _____ DL _____ Plan _____ PID _____

Civic Address: _____

Site Area: _____ ha (required) _____ acres (optional)

Current OCP Designation: _____

Current Zoning: _____

Zoning Amendment Required? Yes No

OCP Amendment Required? Yes No

Financial Information

Total Dollar Value: \$ _____

Amount Requested from Affordable & Accessible Housing Fund: \$ _____

Note: maximum funding is one third of project value or \$500,000, whichever is less.

Sources of Funding (including grants, financing, in-kind contributions, etc.). Add page if needed.

	Source	Amount
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____

Additional Information

Please complete and attach the following items:

- Letter describing:
 1. The organization, including: mandate, history, experience in the community and other housing projects (if any);
 2. How the proposed project will help address housing affordability in Kitimat. You may reference the *Housing Action Plan (2015)* and/or *Official Community Plan (2016 update)*;
 3. The development team, including: experience, years of experience, and other relevant details; and
 4. Willingness to enter into a housing agreement (minimum 25 years).
- Proof of funding from identified sources.
- Concept drawings of the site and building(s), including a site plan and building elevations.
- Business case and/or development pro forma indicating project feasibility.
- Long-term financial plan for building operation.

FOR OFFICE USE ONLY

Application Complete?

Yes No

 Officials Initials

Circulation: Building Engineering Fire Planning Public Works

Department Comment by: