



TOWNSHIP OF
Hornepayne

Township of Hornepayne - Community Improvement Plan (CIP)

Applicant Guidelines

Township of Hornepayne
Economic Development Department

1. Purpose of the CIP

The Community Improvement Plan (CIP) offers financial incentives to property and business owners to encourage investment, enhance commercial and residential properties, and stimulate economic development within the Township of Hornepayne.

2. Eligible Applicants

Applicants must be:

- Property owners or authorized tenants within the designated CIP area.
- In good standing with municipal taxes and utility accounts.
- Able to demonstrate financial capacity to undertake the proposed improvements.

3. Eligible Projects

Eligible improvements may include:

- Façade improvements and signage upgrades.
- Accessibility enhancements (e.g., ramps, doors).
- Structural or mechanical building upgrades.
- New housing construction on surplus municipal land.
- Industrial or commercial redevelopment projects.

4. CIP Incentive Programs

- Business Property Improvement Program
- Commercial Upgrade Tax & Fee Rebate Program
- Industrial Investment Tax & Fee Rebate Program
- Housing Sales Discount & Tax Program

5. Application Process

1. Review Program Guidelines.
2. Contact the Township to schedule a pre-application consultation.
3. Complete the application form and attach required documents.
4. Submit your application to edo@hornepayne.ca or cao@hornepayne.ca.
5. Await confirmation and approval from the Township.
6. Complete the project within a determined timeline as per CIP program of approval.
7. Submit proof of expenses for reimbursement.

6. Supporting Documentation Required

- Completed application form.
- Property ownership or lease documentation.
- Detailed description of proposed improvements.
- Contractor quotes or cost estimates.
- Photos of existing property conditions.
- Applicable permits or approvals.

7. Review and Approval

Applications will be reviewed by the CAO/EDO and evaluated based on program criteria, eligibility, and available funding. Final approval rests with the Township of Hornepayne.

8. Contact

For more information or to schedule a consultation:

cao@hornepayne.ca
807.868.2020 ext.205

or

edo@hornepayne.ca

807.632.1978

www.townshipofhornepayne.ca