



Town of Perth

Secondary Unit Grant Program – Information Sheet

1. In order to be eligible for a Secondary Unit Grant an application form must be submitted to the Town prior to commencing any works.
2. Applications will initially be reviewed by Town staff with regard to planning approvals and/or building permits requirements.
3. Applicants will be advised in writing of any required approvals or permits associated with their application.
4. Eligible applicants must be the owner of the property and must reside on the property.
5. The property owner must have no outstanding tax arrears and must be in good standing with regard to taxation at the time of application and throughout the duration of the incentive benefit period as identified in the Master Grant policy.
6. Works associated with the Secondary Unit Grant Program must be in accordance with all Town policies, procedures, standards, and guidelines in order to be approved.
7. Existing and proposed uses must be in conformity with the policies and standards provided by the Town's Official Plan, Zoning By-law, Heritage Conservation District and all other planning documents.
8. Works associated with the Secondary Unit Grant Program must be undertaken pursuant to application for planning approval and/or building permit, and any additional required permits and in accordance to the Ontario Building Code and all applicable planning policies and standards.
9. Undertaken and completed works that are associated with a grant program application must be consistent with the project description contained in the application form and supporting materials, and with the program agreement. Should works not be consistent with the original project description, to the satisfaction of the Town, the Town may delay, reduce or cancel the grant.
10. Should the applicant fall into default of any of the eligibility requirements, or fail to meet the detailed requirements of each of the Grant program, or any requirements of the Town, the Town in its sole discretion may reduce, or cancel the agreement.
11. The Town may at any time discontinue the Secondary Unit Grant Program; however all approved projects will receive funding in accordance to the executed Grant Program Agreement and subject to available funding as approved by Council.
12. Any program commitments may be cancelled if work does not commence within six months of Council's approval of the application or in accordance with an agreement with the Town.