

**DEVELOPMENT CHARGE PAYMENT AGREEMENT  
APPLICATION Page 1 of 3**

APPLICANT INFORMATION

Application Date:

Property Owner:

Individual or Company Name

Signing Authority:

Individual to bind the Company including Position/Title

Majority Shareholder:

Individual to enter into Personal Guarantee

Mailing Address for Correspondence:

Company's General Phone Line:

Contact Person:

Name

Phone # (Cell/Extension/Direct)

Email

APPLICANT LEGAL CONTACT INFORMATION

*Note: Lawyer must be able to register the agreement as a mortgage on title (member of Teranet)*

Lawyer's Name:

Law Firm:

Address:

Phone:

Email:

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DEVELOPMENT INFORMATION

Name of Development: Municipal

Address of Development:

Legal Description of Land:

DEVELOPMENT CHARGES FINANCIAL INFORMATION

Type of Development:

(Example: 60,000 sq ft industrial, or 320 unit Apartment, etc.)

Have you received confirmation of Development Charges?                      Yes                      No

If yes, please attach calculation details.

If no, this information will be required to be confirmed prior to processing application.

Requested Amount to be Deferred (City DC Only):

**FOR DEPARTMENT USE ONLY**

Application Number:

Application Received (Sign & Date)

Payment Received (Sign & Date)

DC Deferral Amount (\$)

DC Deferral Amount Confirmed (Sign & Date)

Application Approved (Sign & Date)

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**RETURN COMPLETED FORM ALONG WITH \$750 APPLICATION FEE TO:**

City of Hamilton  
Financial Planning, Administration & Policy  
71 Main St. West, City Hall, 1<sup>st</sup> Floor  
Hamilton, ON L8P 4Y5  
Attn: Lindsay Gillies

**DEVELOPMENT CHARGE PAYMENT DEFERRAL APPLICATION FEE:**

There is a **\$750.00 non-refundable** application fee. **Application fee is to be provided along with this completed application form.** Cheques are to be made payable to “City of Hamilton”.

**INTEREST:**

**Industrial Developments:**

Interest shall be charged on DC Deferral Agreements based on the City’s Five Year Debenture Rate for the month the relevant building permit is issued (first published rate of the month).

1st to 4th priority on title:           + 0.25% admin fee + 0.75%.  
5th priority on title:                 Not eligible

**Non-Industrial Developments:**

Interest shall be charged on DC Deferral Agreements based on the City’s Five Year Debenture Rate for the month the relevant building permit is issued (first published rate of the month).

1st or 2nd priority on title:         + 0.25% admin fee + 3.0%  
3rd priority on title:                 + 0.25% admin fee + 4.5%  
4th priority on title:                 + 0.25% admin fee + 6.0%  
5th priority on title:                 Not eligible

**DEVELOPMENT CHARGE PAYMENT DEFERRAL APPLICATION PROCESSING:**

Please allow for sufficient processing time. The agreement will be forwarded by the City’s Legal Department to your lawyer with specific instructions which will require action.

**INQUIRIES:**

For more information please contact:

DC Request Team  
Financial Planning, Administration & Policy  
Finance & Corporate Services Department  
71 Main St. West, Hamilton, ON L8P 4Y5  
Phone: 905-546-2424 Ext. 4400  
Email: [DCRequest@hamilton.ca](mailto:DCRequest@hamilton.ca)