



ELIGIBILITY REQUIREMENTS FORM

THIS FORM MUST ACCOMPANY EVERY COMPLETED APPLICATION FOR
REBATE OF PROPERTY TAXES FOR VACANT UNITS – SEE ATTACHED

(PLEASE CHECK TO CONFIRM ELIGIBILITY)

HAVE YOU APPLIED IN THE LAST 10 YEARS? (EFFECTIVE 2017)

No

YES – WHAT YEARS _____

CATEGORY 1 – BUILDINGS THAT ARE ENTIRELY VACANT

A WHOLE COMMERCIAL BUILDING WILL BE ELIGIBLE FOR A REBATE IF:

THE ENTIRE BUILDING WAS UNUSED FOR AT LEAST 90 CONSECUTIVE DAYS. *(SEE EXCEPTION BELOW)

CATEGORY 2 – BUILDINGS THAT ARE PARTIALLY VACANT

A SUITE OR UNIT WITHIN A **COMMERCIAL BUILDING** WILL BE ELIGIBLE FOR A REBATE IF, FOR AT
LEAST 90 CONSECUTIVE DAYS *(SEE EXCEPTION BELOW), IT WAS:

UNUSED, AND

CLEARLY DELINEATED OR PHYSICALLY SEPARATED FROM THE USED PORTIONS OF THE BUILDING;

AND

EITHER CAPABLE OF BEING LEASED FOR IMMEDIATE OCCUPATION, OR

UNDERGOING OR IN NEED OF REPAIRS OR RENOVATIONS THAT PREVENTED IT FROM
BEING AVAILABLE FOR LEASE OR IMMEDIATE OCCUPATION, OR

UNFIT FOR OCCUPATION.

EXCLUSIONS

A BUILDING OR PORTION OF A BUILDING WILL NOT BE ELIGIBLE FOR A REBATE IF;

- IT IS A SHOPPING CENTRE (DEFINED AS GREATER THAN 25,000 SQUARE FEET THAT CONTAINS LEAST THREE RENTAL UNITS)
- IT IS USED FOR COMMERCIAL ACTIVITY ON A SEASONAL BASIS;
- DURING THE PERIOD OF VACANCY IT WAS SUBJECT TO A LEASE, THE TERM OF WHICH HAD COMMENCED; OR
- DURING THE PERIOD OF VACANCY IT WAS INCLUDED IN A SUB-CLASS FOR VACANT LAND.
- A REBATE HAS BEEN RECEIVED MORE THAN 3 TIMES WITHIN THE LAST TEN-YEAR PERIOD.
- THE PROPERTY AND/OR BUILDING IS NOT IN COMPLIANCE WITH A BY-LAW OF THE CITY OF SAULT STE. MARIE.

*EXCEPTION - TEMPORARY USE

USES OF ANY TYPE (I.E., CHARITABLE USES, NEW START-UP BUSINESSES AND WINDOW DISPLAYS) THAT DOES NOT EXCEED 60 DAYS AND WHERE NO CONSIDERATION OF ANY KIND IS PAID, WILL **NOT** BE CONSIDERED AS A BREAK IN THE 90-DAY REQUIREMENT. A LETTER, LAYING OUT THE TERMS OF THE TEMPORARY OCCUPANCY AND SIGNED BY BOTH PARTIES, MUST BE ATTACHED TO THIS APPLICATION.