

# Site Plan Approval Application

under the *Planning Act*, R.S.O. 1990 c.P.13,  
as amended

Planning and Building Department  
Development and Design Division  
300 City Centre Drive  
Mississauga, ON L5B 3C1  
Tel: 905-615-3200 ext. 4165  
[www.mississauga.ca](http://www.mississauga.ca)



The personal information on this form is collected under the authority of the *Planning Act*, RSO 1990, c.P.13, as amended. The information is used for the purpose of evaluating the development application. Questions about the collection of personal information should be directed to the Manager, Development Planning Services, Planning and Building Department, 300 City Centre Drive, Mississauga, Ontario, L5B 3C1, Tel: 905-615-3200 ext. 4443.

## Notice

In conjunction with this Site Plan application, the following schedules must also be submitted:

- Property Owner Acknowledgement of Public Information and Permission to Enter Property Schedule
- Property Owner Appointment and Authorization of Applicant Schedule (not required if the applicant is the property owner)
- Tree Injury and Destruction Questionnaire and Declaration
- Commenting Agency Fee Collection Worksheet
- Fee Calculation Worksheet

Please be advised that should there be no activity on an application over a period of six months from the date of the last activity by either the City or the applicant, the application may be closed by the Planning and Building Department without further notification to the applicant and/or property owner. If the application is closed due to inactivity and you wish to again pursue the application, you will be required to re-apply and incur a new application fee in accordance with the current Planning Act Processing Fees By-law.

If you are aware that the application will be held in abeyance for six months or more, and you wish that the application remain open, you must submit in writing the reasons for this request, upon which time the Planning and Building Department will make a determination on the disposition of the application.

If an applicant submits a written request to withdraw or discontinue an application prior to completion of the entire process related to an application, or if the Planning and Building Department closes an application due to inactivity, refunds of application fees in accordance with the applicable Planning Act Processing Fees By-law are available.

It is an offence under the Ontario Building Code Act to commence construction without a building permit. The City of Mississauga vigorously prosecutes contraventions of the Building Code Act. Any owner, contractor and subcontractor who contravenes the Building Code Act may be charged with an offence and prosecuted by the City. Repeat offenders may have a Prohibition Order imposed against them.

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Applicant Information			
Name	Company		
Address	City	Province	Postal Code
Email	Phone No.	Additional Phone No.	
Applicant is:	Property Owner	Authorized Agent of Property Owner	

Registered Property Owner Information			
Name	Company		
Address	City	Province	Postal Code
Email	Phone No.	Additional Phone No.	

Pre-Application Meeting
A pre-application meeting is required in order to submit an application for Site Plan Approval. Please provide your pre-application meeting number in the space below. If you do not have a pre-application number, please start a new pre-application request. Submitting an incorrect number may result in delays in accepting your application.
Pre-Application Meeting Number (PAM YY-###):

Property Information
Municipal Address
Additional Address Information
Legal Description
General Location

Project Information			
Provide a detailed description of the proposal			
Existing GFA to remain (m <sup>2</sup> )	Proposed GFA (m <sup>2</sup> ):	Total GFA (m <sup>2</sup> ):	
Site Area (ha):	Number of Units:	Number of Storeys:	
Does the site contain 6 or more dwelling units?	Yes	No	
If yes, are any of the dwelling units residential rental units?	Yes	No	# of Rental Units
If the answer to both questions above is Yes, a Section 99.1 permit may be required. Please review the Rental Housing Protection By-law O121-18 and relevant background information at: <a href="https://www.mississauga.ca/publication/rental-housing-protection-by-law/">https://www.mississauga.ca/publication/rental-housing-protection-by-law/</a>			

Declaration of Applicant		
I, the undersigned, hereby declare that the statements and attached documentation made by me in this application are to the best of my belief and knowledge a true and complete representation of the purpose and intent of this application.		
_____		
Name of Applicant (Print)	Signature of Applicant	Date