

# Credit Application

## Stormwater Charge

Corporation of the City of Mississauga  
Transportation & Works, Environmental Services  
300 City Centre Drive, 8th Floor  
Mississauga, Ontario L5B 3C1  
www.mississauga.ca/stormwatercharge  
FAX: 905-615-3405  
Tel. 311 or 905-615-4311 (outside City limits)  
stormwater@mississauga.ca



Personal information on this form is collected under the authority of City of Mississauga User Fees and Charges By-law 0244-2022. The personal information will be used by City of Mississauga Staff to review your credit application. Questions about the collection of this personal information only should be directed to the Stormwater Charge Program Coordinator, 300 City Centre Drive, Mississauga ON L5B 3C1, 905-615-3200 ext. 3619.

Participation in the Credit Program is by application only. If your application is incomplete or does not include all of the required documentation, your application will not be processed and may be returned with a request for the outstanding information. Stormwater credit applications will be reviewed by, and approved credit amounts will be determined by, the Environmental Services Section. Notifications of decisions will be made by email or letter.

### Instructions

The Credit Application is made up of 9 sections: Sections 1-7 require basic information about the applicant, the site, and includes a description of application submission requirements. Section 8 lists the Terms and Conditions for the Award of Credits. This section must be read and understood. Section 9 requires the signature of the applicant.

### Section 1. Applicant Information

This section below must be filled out by the registered property owner and agent for any other registered owner(s) or by the authorized agent for all registered owners (herein referred to as the "Applicant")

Name (Last) \_\_\_\_\_ (First) \_\_\_\_\_

Company/Organization \_\_\_\_\_

Registered Owner and Authorized Agent for any Other Registered Owner(s)'  Authorized Agent for All Registered Owners

### Section 2. Contact Information

Phone \_\_\_\_\_ Email \_\_\_\_\_

Mailing Address (Number & Street) \_\_\_\_\_ City \_\_\_\_\_ Postal Code \_\_\_\_\_

### Section 3. Site Information

Site Name (eg. Heartland, Square One) \_\_\_\_\_ Property ID Number(s) (Check estimator.stormwatercharge.ca/)

Address of Property (Number & Street) \_\_\_\_\_ Postal Code \_\_\_\_\_

### Section 4. Credit Type Applied For

- New Credit
- Credit Update
- Credit Renewal

### Section 5. Status of Best Management Practice (BMP)

- Built through Development Application
- Retrofits

#### OFFICE USE ONLY

<input type="checkbox"/> Credit Application Entered into INFOR	Date	Entered by (Name)
Permit Number	Record Number	

## Section 6. Credit Amounts Applied For

Credit Type	Maximum Possible	Percent Applied For
Peak Flow Reduction	40%	
Water Quality Treatment	30%	
Runoff Volume Reduction	30%	
Operations and Activities	20%	
Total Credits	50%	

## Section 7. Application Submission Checklist

Prior to submitting the application, ensure that the following supporting documentation has been prepared. Please see the Stormwater Charge Credit Application Guidance Manual available at [www.mississauga.ca/portal/stormwater/credit-program](http://www.mississauga.ca/portal/stormwater/credit-program) for details on information requirements of each form.

### A. New Credit

Report, certified by a qualified Professional Engineer, which describes and supports how BMPs achieve the credit criteria, including:

- |   |   |
|---|---|
| <input type="checkbox"/> Site Plan  | For Operations and Activities Category <b>only</b>      |
| <input type="checkbox"/> Engineering Drawings                             | <input type="checkbox"/> Sustainable Landscaping Plan   |
| <input type="checkbox"/> Supporting calculations and/or modelling results | <input type="checkbox"/> Education Program Plan         |
| <input type="checkbox"/> Operation and Maintenance Plan (if applicable)   | <input type="checkbox"/> Paved Area Sweeping            |
| <input type="checkbox"/> Credit Sharing Documentation (if applicable)     | <input type="checkbox"/> Salt Management Plan           |
|   | <input type="checkbox"/> Pollution Prevention           |
|   | <input type="checkbox"/> Pollution Prevention Lite Plan |

### B. Credit Renewal Application

Report, certified by a qualified Professional Engineer, which confirms that the previously approved BMPs continue to be in a state of good repair, including:

- Inspection and Maintenance Logs
- Update to Operation and Maintenance Plan (if applicable)
- Update to Pollution Prevention Plan (if applicable)

## Section 8. Terms & Conditions for Award of Credits

In consideration of applying for, and receiving credits toward the assessed stormwater charge from, the City of Mississauga, the Applicant acknowledges and agrees to the following:

### A. Responsibility for Works and Measures

The work performed or measures installed were completed at the Applicant's sole discretion. All work is to be coordinated by the Applicant. Any and all costs for the installation or construction, performance, on-going operation and maintenance, and repair of any works shall be at the Applicant's sole cost and expense. The Owner shall notify any subsequent owners upon the sale of the property of the owner's maintenance obligations.

### B. Site Inspections and Document Audits

The City reserves the right for its staff or agents to, at any reasonable time, enter and inspect any property participating in this program and examine any related record, document or file, to verify eligibility as part of the credit application process or during the term of an approved credit in accordance with the obligations under this application. The City may ask for further documentation or reject a credit application or suspend, reduce or cancel approved credits if the results of inspection of stormwater management practices or measures, or records of stormwater operations and maintenance thereof, no longer meet the performance criteria as documented in an application or supporting material and/or the terms and conditions for the Stormwater Charge credit approval, update or renewal.

Failure of the Applicant to provide access as documented in the Stormwater Charge Credit Application Guidance Manual will result in a credit application being rejected and/or credit cancellation.

### C. Liability

The City's decision to award a credit or pass an inspection shall not be considered in any way an admission on the part of the City of liability or responsibility for, or guarantee or warranty of the quality of workmanship or suitability of any or all of the works, measures, or practices or that the performance of any or all of the parts/products used to complete the work be free of defects.

The Applicant shall indemnify and hold harmless the City and its representatives, agents, and employees against all liability, loss, costs, claims, damages, and expenses causes of action, actions, claims, demands, lawsuits and other proceedings, by whomever made, sustained, brought or prosecuted, including third party bodily injury, death, personal injury, and property damage, in any way based upon, occasioned by or attributable to the Applicant's participation in this Program or as a result of the installation and implementation of the works, measures or practices.

**D. Suspensions, Reductions, and Cancellation**

A Stormwater Charge credit may be suspended, reduced or cancelled by the City as specified in By-law 0244-2022, as amended or any successor by-law. The Commissioner of Transportation and Works shall have delegated authority as authorized in By-law 0244-2022, as amended or any successor by-law.

In the circumstance that this Application contains any material misstatement or misrepresentation on such Applicant’s behalf or stormwater management practice or measure is found to be in a state of disrepair or no longer functioning as approved, the Applicant shall reimburse to the City the entire amount of the credit received in respect of the Property since the date that the application was approved, updated or renewed or since the last inspection by the City, whichever is later. The City shall have the right to collect any such credit through any methods available at law. If the credit has been cancelled, the Applicant may not reapply for a credit for a period of no less than 12 months.

**E. Maintenance Requirements**

Approved stormwater management practices or measures on the property must continue to meet performance criteria as documented in the Stormwater Charge credit application or the credit update or renewal application and/or its supporting documentation, i.e., “Operation and Maintenance Plan” and/or the terms and conditions of approval.

**F. Duration of Credit**

Stormwater Charge credits shall be in effect for a period as allowed in By-law 0244-2022, as amended or any successor by-law or as otherwise specified at the time of credit approval. Credits will expire if not renewed at least three (3) months prior to the expiration date of the credit approval.

**G. Distribution of Credit**

In the case of an Applicant filing an application for more than one parcel or property, contiguous to each other (with the same municipal address) and held under the same ownership, the City reserves the right to distribute total assessed charges and approved credits across parcels as it sees fit, based on the location of the stormwater measures or practices or other considerations.

**H. Update Responsibilities**

A credit update application must be submitted to the City as outlined in By-law 0244-2022, as amended or any successor by-law. The City shall have full and absolute discretion to adjust (increase or decrease) the current credit amount.

**I. Renewal Criteria**

A credit renewal application must be submitted to the City as outlined in By-law 0244-2022, as amended or any successor by-law. The City shall have full and absolute discretion to adjust (increase or decrease) the current credit amount.

**J. Penalties**

Stormwater Charge credits may be suspended, reduced or cancelled as outlined in By-law 0244-2022, as amended or any successor by-law.

**K. Review Timelines**

An initial assessment will be conducted for application completeness. The Applicant may be requested to provide additional information. Complete applications will be registered and the Applicant will be notified. The technical review of an application is expected to be completed within thirty (30) calendar days after registration. Credit approval may be awarded or rejected or additional information or clarification on matters from the Applicant may be requested during this time. In the event the review results in a request for additional information or clarification on matters from the Applicant, a new thirty (30)-day period will be re-set upon receipt of all information.

**L. Program**

The City reserves the right to cancel, suspend or alter the program at any time.

**M. Payment During Application Review**

A pending credit request application shall not constitute a valid reason for non-payment of the currently-assessed stormwater charge. Any stormwater charge bill that is received during the credit application review process must be paid in full.

**Section 9. Release**

I hereby certify that I am the registered property owner and agent for any other registered owner(s) or the authorized agent for all registered owners of the property identified and for which this application is being made. I hereby declare that the property is not in contravention with any City by-laws. I hereby declare that the statements 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 and that I have fully read and understand the program terms and conditions listed on this application and within the Stormwater Charge Credit Application Guidance Manual.

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Signature of registered property owner and agent for any other registered owner(s) or the authorized agent for all registered owners

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Date