

Access Modification Permit Application

City of Mississauga
Transportation & Works Department
3185 Mavis Road
Mississauga, Ontario L5C 1T7
Tel: 905-615-4950
Email: tw.pas@mississauga.ca



Personal Information on this form is collected pursuant to Section 286 (c) of the *Municipal Act 2001, SO 2001, c.25*. Questions about this collection should be directed to 3-1-1, (905-615-4311 outside city limits).

Completed application form to be sent by mail to Permit Administration Services.

Site Plan Number (City File No.)

Building Permit Number (City File No.)

Temporary Access Required

Property Address

Property Owner Contact Information

Name(s)

Address (Location of Work)

City

Postal Code

Phone Number (Business)

Phone Number (Home)

Email Address

Agent Contact Information - when acting on behalf of the Property Owner

Name(s)

Address

City

Postal Code

Phone Number (Business)

Phone Number (Home)

Email Address

Property Type (select only one)

Residential (10 units or less)

Commercial & All Other Land Uses

Impact of Work (select all that apply)

Public or Private Trees (within 5m/16ft of proposed driveway)

Above-Ground Utilities (within 1.5m/5ft of proposed driveway)

Culvert Flooding Concern

Road Rehabilitation or Resurfacing (if applicable)

Required Supporting Documents (select and attach all that apply)

Site Plans (with dimensions from driveway to property lines noted)

Tree Permits or Permissions

Minor Variance

Utility Relocation Permissions

Additional Comments

GENERAL INFORMATION REGARDING ACCESS MODIFICATION PERMIT APPLICATION

1. Review of a submitted application for an Access Modification Permit will take a minimum of ten (10) business days.
 2. This application is subject to and must comply with all applicable laws and City by-laws, and may be approved as submitted, modified, or refused upon completion of the review process.
 3. No access modification works shall be carried out without an approved and issued Access Modification Permit.
 4. Should Applicant(s) proceed with work which has not been approved by the City of Mississauga and for which an Access Modification Permit has not been issued; the Applicant(s) will be held responsible for any repair of damages and/or restoration of non-approved works back to the original condition at the Applicant(s) own expense.
 5. Should Permit Holder(s) on their own carry out work for which an Access Modification Permit has been issued but failed to notify the City of Mississauga prior to commencing such work, all payments to the City for the permit, including the Administration Fee, will be forfeited and a refund will not be issued.
 6. Should Permit Holder(s) decide not to proceed with work for which an Access Modification Permit has been issued and paid; the Administration Fee portion of the payment will not be refunded.
 7. Fees applicable as per current Transportation and Works Fees & Charges By-law, available at www.mississauga.ca/bylaws. Fees may be subject to Harmonized Sales Tax (HST).
 8. Method of payment: Certified Cheque, Bank Draft, Credit Card
Please note that the City will not accept uncertified cheques. Cheques must be made payable to: The City of Mississauga.
 9. **All open permits that have not been paid in full will expire twelve (12) months after submission.**
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I, the Property Owner confirm that:

I have read and understood the General Information Regarding Access Modification Permit Application, which form part of this permit application.

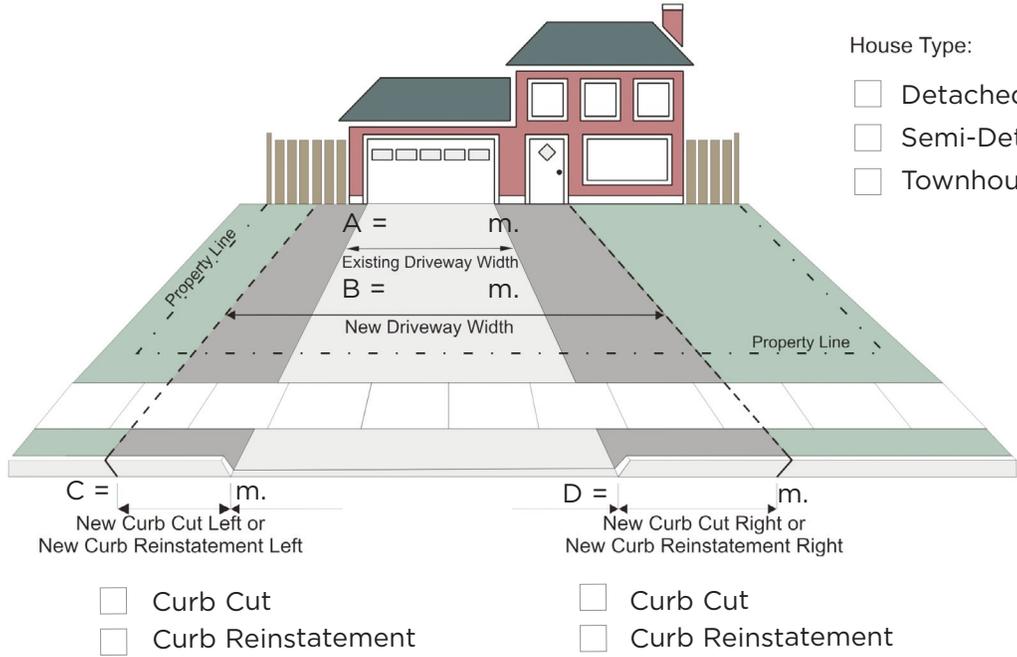
I hereby authorize to act as my agent with respect to submission of this application, the processing and administration of this application and the receipt of a permit, if issued.

Signature of Property Owner

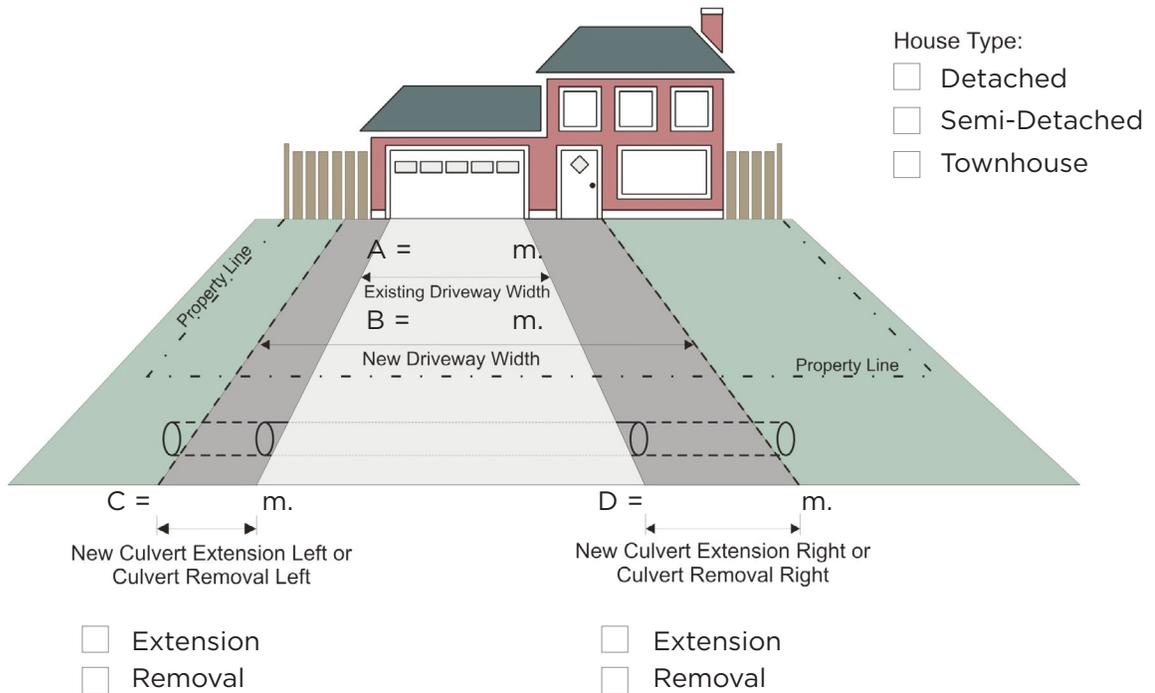
Date (YYYY MM DD)

PRINT

I - Curb Cut Details



II - Culvert Details



For Access Modification application: complete above drawing with existing and proposed measurement in metres.

For Site Plan/Building Permit Access Modification application: submit four (4) copies of development application drawings.