

Completing the online form: Building Permit

Step 1 - Project Information ?

Application Request For *

Zoning Certificate Details - if applicable

Street Name *

Street Number *

If Street Number not found in list, enter 0 and select NOT FOUND.

Additional Address Information

Building Number

Unit Number

Municipality Mississauga

Postal Code

Project Value (\$) *

Total Area of Construction (SQ. M) *

Number Of Floors

Number Of Units

Street name: Start slowly typing the first few letters of the street name and select it from the drop down list

Street number: Start slowly typing the first few numbers and select it from the drop down list

Project value: Enter the estimated cost of this project.

Area of construction: Enter the size of your project. For example, the area of construction for a 3m x 6m addition would be 18m²

Step 2 - Purpose of Application ?

Scope * ☐ NEW BUILDING
☐ ADDITION TO EXISTING BLDG
☐ ALTERATION TO EXISTING BLDG
☐ ADDITION AND ALTERATION
☐ DEMOLITION
☐ OTHER

Proposed Use of Building / Unit *

Current Use of Building / Unit

Description of Proposed Work *

Proposed use of Building: Indicate what type of business operates at this location or indicate the type of dwelling. Examples include: office, warehouse, detached dwelling, semi detached dwelling, spa, gym, etc.

Description of proposed work: enter a short description that describes your project. For example: 1 storey heated addition, interior alterations on second floor, remove load bearing wall, new deck in rear yard, etc.

Step 3 - Registered Property Owner Information ?

Is applicant the owner? * ☐ Yes ☐ No

Provide First Name and Last Name of contact person, if Company.

First Name *

Last Name *

Company Name

Address 1 *

Address 2

Country *

Province / State

City *

Postal Code

Email

Phone x

Additional Phone x

+ Step 4 - Builder (if applicable) ?

+ Step 5 - Tenant (if applicable) ?

Registered property owner: Enter the information for the owner of the property (not the business owner).

Complete steps 4 & 5 only if applicable.

← **Step 6 - Taron Warranty Corporation (Ontario New Home Warranty Program)** ?

Is proposed construction for a new home as defined in the Ontario New Home Warranties Plan Act? ☐ Yes ☐ No

Is Registration required under the Ontario New Home Warranties Plan Act? ☐ Yes ☐ No

ONHWP Registration Comments

ONHWP Registration Number

Step 6 is applicable to the NEW HOMES only. If you are not building a new home, select “No” for both questions.

← **Step 7 - Applicable Law** ?

This application meets all requirements of clauses 1.3.1.3(5)(a) to (d) of the Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted).

☐ Yes ☐ No

Payment **will be** made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the Building Code Act, 1992, to be paid when the application is made.

☐

City, Regional and educational (School Board) development charges are payable in connection with new gross floor area that is created and Region of Peel development charges also apply where there is a change from an industrial use to a non-industrial use, in accordance with the applicable development charges by-laws. Development charge credits may be available for non-residential gross floor area being demolished. Does this application for building permit result in the creation of new non-residential gross floor area and/or the change in use from industrial (e.g. manufacturing, producing or processing of raw goods, warehousing or bulk storage of goods, distribution centre, truck terminal) to any other use?

☐ Yes ☐ No

This application **will be** accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the Building Code Act, 1992.

This application **will be** accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the Building Code Act, 1992 which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.

☐ Yes ☐ No

The proposed building, construction or demolition will not contravene any applicable law.

☐ Yes ☐ No

Step 7- Applicable law: Answer these to the best of your ability; staff will correct them if necessary.

Clause 1 confirms that you are the owner or authorized by the owner and you have completed all of the required fields above.

Clause 2 confirms that you will pay the remainder of the building permit fees once they have been calculated.

Clause 3 asks if you are creating new non-residential floor area or if you are changing the use from industrial to any other use

Clause 4 indicates that you will (after submitting this request) upload the required drawing and documents.

Clause 5 is asking if your project complies with applicable laws (such as the Zoning by-law)

← **Step 8 - Sign Application And Pay Fees** ?

I, being the authorized applicant, acknowledge that:

- This application request that I am submitting for a Building Permit is not a formal application at this time.
- An administrative fee component will be payable at the time of this application request submission. The administrative fee is **NON-REFUNDABLE** and will be credited towards the total application fee.
- The City of Mississauga will need to pre-screen this application request and all fees will have to be paid in full before the City will accept this request and change it to a formal application for review.
- After two (2) pre-screen reviews, if all the requested pre-screen corrections are not addressed, the City of Mississauga may proceed to process the application as an incomplete submission. Legislative processing times will not be applicable for incomplete submissions.
- The City of Mississauga may make changes to the information provided in this application request in order to accept as a Building Permit application.

☐ I hereby declare that I have read and understood the above, and the information contained in this application, attached schedules, attached plans and specifications, and other documentation is true to the best of my knowledge. If the owner is a corporation or partnership, I have authority to bind the corporation.

Applicant: **Kira Applicant** Signature date: **2019-03-08 3:19 PM**

Save & Calculate Administrative Fees

This Administrative Fee is non-refundable. Your Application Fee will be calculated during the Pre-Screening process. The Administrative Fee will be credited towards the Application Fee.

Save for Later

Submit Request

Completing the online form: Sign Permit

← Step 1 - General ?

Land Use *

Sign Type(s) * ☐ FASCIA SIGN
☐ PYLON SIGN
☐ BILLBOARD SIGN
☐ OTHER

Total Number of Signs

Site Area (SQ. M)

Project Value (\$)

Land use: indicate the type of building the signs are being installed on/for.

Site Area: Enter to total area of the sign faces.

Project Value: Enter an estimated cost of this project

← Step 2 - Location of Sign ?

Street Name *

Street Number *

If Street Number not found in list, enter 0 and select NOT FOUND.

Additional Address Information

Building Number

Unit Number

Municipality

Postal Code

Current Use of Building / Unit

Proposed Use of Building / Unit *

Description of Proposed Work *

Street name: Start slowly typing the first few letters of the street name and select it from the drop down list

Street number: Start slowly typing the first few numbers and select it from the drop down list

Current use of Building: Indicate what type of business operates at this location. Examples include: office, warehouse, spa, gym, etc.

Proposed use of building: If no change is proposed, enter the same as the "current" use.

Description of proposed work: enter a short description that describes your project. For example: (2) Fascia Signs

← Step 3 - Registered Property Owner Information ?

Is applicant the owner? * ☐ Yes ☐ No

Provide First Name and Last Name of contact person, if Company.

First Name *

Last Name *

Company Name

Address 1 *

Address 2

Country *

Province / State

City *

Postal Code

Email

Phone x

Additional Phone x

Registered property owner: Enter the information for the **owner of the property** (not the business owner).

+ Step 4 - Tenant (if applicable) ?

+ Step 5 - Prime Contractor (if applicable) ?

Step 4 should indicate who the sign is advertising.

Step 5 should indicate who the sign contractor/installer is

← **Step 6 - Applicable Law** ?

This application meets all requirements of clauses 1.3.1.3(2)(a) to (d) of the Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted).

* ☐ Yes ☐ No

Payment **will be** made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the Building Code Act, 1992, to be paid when the application is made.

* ☐

This application **will be** accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the Building Code Act, 1992.

* ☐ Yes ☐ No

This application **will be** accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the Building Code Act, 1992 which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.

* ☐ Yes ☐ No

The proposed building, construction or demolition will not contravene any applicable law.

* ☐ Yes ☐ No

Clause 1 confirms that you are the owner or authorized by the owner and you have completed all of the required fields above.

Clause 2 confirms that you will pay the remainder of the building permit fees once they have been calculated.

Clause 4 and 5 indicate that you will (after submitting this request) upload the required drawing and documents.

Clause 5 is asking if your project complies with applicable laws (such as the Sign By-law)

← **Step 7 - Sign Application And Pay Fees** ?

I, being the authorized applicant, acknowledge that:

- This **application request** that I am submitting for a Sign Permit is not a formal application at this time.
- An administrative fee component will be payable at the time of this application request submission. The administrative fee is **NON-REFUNDABLE** and will be credited towards the total application fee.
- The City of Mississauga will need to pre-screen this application request and all fees will have to be paid in full before the City will accept this request and change it to a formal application for review.
- After two (2) pre-screen reviews, if all the requested pre-screen corrections are not addressed, the City of Mississauga may proceed to process the application as an incomplete submission. Legislative processing times will not be applicable for incomplete submissions.
- The City of Mississauga may make changes to the information provided in this application request in order to accept as a Sign Permit application.
- Pursuant to the Sign By-law 0054-2002, as amended, I hereby apply for a Permit to carry out the works described in Step 1 of this application and the documents submitted herewith.
- Should such a Permit be issued, I agree to carry out the works in accordance with all approved plans and the documents to comply with all City by-laws and regulations and other applicable government requirements.
- If I am not the property owner of the subject property, I confirm that I have obtained authorization from the property owner to permit the inspection of the property for compliance with By-law 0054-2002, as amended.
- I am aware that the issuance of this permit does not constitute compliance with the *Building Code Act* or the Ontario Building Code.

☐ I hereby declare that I have read and understood the above, and 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. Furthermore, I know no reason why this Sign Permit should not be granted in pursuance of this application.

Applicant: **Kira Applicant** Signature date: **2019-02-08 5:12 PM**

[Save & Calculate Administrative Fees](#)

This Administrative Fee is non-refundable. Your Application Fee will be calculated during the Pre-Screening process. The Administrative Fee will be credited towards the Application Fee.

Save for Later

Submit Request

Completing the online form: Zoning Certificate

— Step 1 - Project Information ?

Street Name *

Street Number *

If Street Number not found in list, enter 0 and select NOT FOUND.

Additional Address Information

Building Number

Unit Number

Municipality Mississauga

Postal Code

— Step 2 - Registered Property Owner Information ?

Provide First Name and Last Name of contact person, if Company.

First Name *

Last Name *

Company Name

Address 1 *

Address 2

Country *

Province / State

City *

Postal Code

Email

Phone x

Additional Phone x

+ Step 3 - Tenant (if applicable) ?

+ Step 4 - Agent (if applicable) ?

— Step 5 - Proposed Business Information ?

Name Of Business *

Proposed Business Operation *

Committee of Adjustment - Ref. No.

Committee of Adjustment - Expiry Date

Building Permit Application Number

Total Occupied Area (SQ. M) *

[Type a quote from the document or the summary of an interesting point. You can position the text box anywhere in the document. Use the Drawing Tools tab to change the formatting of the pull quote text box.]

Step 5 - Sign Application And Pay Fees ?

I, being the authorized applicant, acknowledge that:

- This **application request** that I am submitting for a Zoning Certificate of Occupancy is not a formal application at this time.
- An administrative fee component will be payable at the time of this application request submission. The administrative fee is **NON-REFUNDABLE** and will be credited towards the total application fee.
- The City of Mississauga will need to pre-screen this application request and all fees will have to be paid in full before the City will accept this request and change it to a formal application for review.
- After two (2) pre-screen reviews, if all the requested pre-screen corrections are not addressed, the City of Mississauga may proceed to process the application as an incomplete submission. Legislative processing times will not be applicable for incomplete submissions.
- The City of Mississauga may make changes to the information provided in this application request in order to accept as a Zoning Certificate of Occupancy application.
- I agree to use the subject property for the use stated herein, and it is expressly understood that the issuance of the Zoning Certificate of Occupancy does not relieve me from complying with the requirements of any By-law in force within the City, or from obtaining any license, permission permit, authority or approval required by this or any other By-law of the City or by any other law in force at the time.
- I agree that if this certificate is revoked for any cause or irregularity or non-conformance with said By-Laws or Regulations, that in consideration of the issuance of this certificate, all claims are waived arising therefrom against The Corporation of the City of Mississauga and its employees.

☐ I hereby declare that I have read and understood the above, and 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. Furthermore, I know no reason why this Zoning Certificate of Occupancy should not be granted in pursuance of this application.

Applicant: Kira Applicant

Signature date: 2019-03-08 5:19 PM

[Save & Calculate Administrative Fees](#)

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[Save for Later](#)

[Submit Request](#)