

# ePlans Account Request

Planning and Building Department  
Business Systems  
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To request an ePlans account, please [complete this PDF and email it to \[eplansadmin@mississauga.ca\]\(mailto:eplansadmin@mississauga.ca\)](#). Staff will create your account, and you will receive a verification email to set your password. **Please allow up to 2 business days for account creation.**

Date: *	
Email address: *	
First name: *	
Last name: *	
Company name (if applicable)	
Address: *	
City: *	
Province: *	
Country: *	
Postal Code: *	
Primary Phone number: *	
Secondary phone number:	

\* = required field

I hereby declare that the information contained in this form is true to the best of my knowledge \*

## The collection of personal information is under the authority of:

- Subsection 8(1) of the Building Code Act, 1992, and will be used in the administration and enforcement of the Building Code Act, 1992. Questions about the collection of personal information may be addressed to a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St, 2nd Floor, Toronto, M5G 2E5, Telephone 416-585-6666
- Mississauga By-law 128-2008, as amended, and the Planning Act, RSO 1990, c.P.13, as amended, and will be used for the purpose of reviewing your pre-application. Questions about the collection of personal information should be directed to the Manager, Development Services, Planning and Building Department, 300 City Centre Drive, Mississauga, Ontario, L5B 3C1, Telephone 905-615-3200 ext 5517
- Mississauga Site Plan Control By-law 293-2006, as amended, and the Planning Act, RSO 1990, c.P.13, as amended, and will be used for the purpose of evaluating your application for Site Plan Approval. Questions about the collection of personal information should be directed to the Manager, Development Services, Planning and Building Department, 300 City Centre Drive, Mississauga, Ontario, L5B 3C1, Telephone 905-615-3200 ext 5517
- Mississauga Zoning By-law 225-2007, as amended, and the Planning Act, RSO 1990, c P 13, as amended, and will be used for the purpose of evaluating your Certificate of Occupancy (Zoning) application. Questions about the collection of personal information should be directed to the Manager, Zoning & Zoning Administrator, Planning and Building Department, 300 City Centre Drive, Mississauga, Ontario, L5B 3C1, Telephone 905-615-3200 ext 5579
- Mississauga Sign By-law 54-2002, as amended, and the Municipal Act, RSO 1990, c M 45, as amended, and will be used for the purpose of evaluating your application for a Sign Permit. Questions about the collection of personal information should be directed to the Supervisor, Sign Unit, Planning and Building Department, 300 City Centre Drive, Mississauga, Ontario, L5B 3C1, Telephone 905-615-3200 ext 5697

**Email this completed form to [eplansadmin@mississauga.ca](mailto:eplansadmin@mississauga.ca)  
with subject line: NEW EPLANS ACCOUNT [insert your email address]**