

Application for Payment in Lieu of Off-Street Parking (PIL)

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: 905-896-5511
www.mississauga.ca

Application No.
(Office use only)



Notice

In conjunction with this Site Plan application form, the following forms (schedules) must also be completed:

- Schedule A – Property Owner Acknowledgement of Public Information and Permission to Enter Property;
- Schedule B – Property Owner Appointment and Authorization of Agent (not required if the applicant is the property owner);

The schedules noted above, if not attached to this application form, can be obtained at:
www.mississauga.ca/portal/residents/pbformscentre.

Application submission is **by appointment only**. To book an appointment, please phone 905-615-3200 ext. 4199 or by email at sanja.blagojevic@mississauga.ca

Application Submission Checklist:

- Completed Application Form
- 6 copies of a Site Plan
- 6 copies of a Floor Plan(s)
- Justification Report/Letter for the request for Payment in Lieu of Off-Street Parking
- Fee – \$800.00 (payable by credit card, or cheque made payable to the City of Mississauga)

Should there be no activity on an application over a period of six (6) 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 (6) 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.

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 your development 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, Tel: 905-615-3200 ext. 5517.

Applicant Initials

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1. Applicant Information

| | | | |
|---|-----------|----------------------|-------------|
| Name | Company | | |
| Address | City | Province | Postal Code |
| E-mail | Phone No. | Additional Phone No. | |
| Applicant is: <input type="checkbox"/> Property Owner <input type="checkbox"/> Authorized Agent of Property Owner | | | |

2. Property Information

| |
|-----------------------------|
| Address / Legal Description |
| General Location of Site |

3. Registered Property Owner Information

| | | | |
|---------|-----------|----------------------|-------------|
| Name | Company | | |
| Address | City | Province | Postal Code |
| E-mail | Phone No. | Additional Phone No. | |

4. Project Information

| | |
|--|---|
| Provide details of why an Application for Payment in Lieu of Off-Street Parking is being submitted. (e.g. Change of use from office to restaurant which will require more on-site parking.) | |
| Location of where the parking shortfall can be accommodated. (e.g. on-street, library, municipal parking lot, etc.) | |
| Lot Area: | |
| Existing No. of Residential units: | Existing Non-Residential GFA (m ²): |
| Proposed No. of Residential units: | Proposed Non-Residential GFA (m ²): |
| Total No. of Residential units: | Total Non-Residential GFA (m ²): |
| No. of Parking Spaces requested for Payment in Lieu off Off-Street Parking: | |

6. 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.

Signature of Applicant

Print name

Date

Application for Payment in Lieu of Off-Street Parking (PIL) – Schedule A

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Property Information

Address / Legal Description

Property Owner Acknowledgement of Public Information

Application information is collected under the authority of the *Planning Act*, R.S.O. 1990, c. P.13, as amended. In accordance with Section 1.0.1 of the Act, the City of Mississauga provides public access to all *Planning Act* applications and supporting documentation submitted to the City.

I, the undersigned, being the registered property owner of the above noted property hereby agree and acknowledge that the information contained in the application and any documentation, including reports, studies and drawings, provided in support of the request, by myself, my agents, consultants and solicitors, constitute public information and will become part of the public record. As such, and in accordance with the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56, as amended or substituted from time to time, I hereby consent to the City of Mississauga making this request and its supporting documentation available to the general public, including copying, posting on the City's website and/or releasing a copy of the request and any of its supporting documentation to any third party upon their request or otherwise, and as part of a standard distribution of copies of such documentation. I consent to the City releasing copies of any of the documentation to additional persons, including but not limited to Members of Council and resident associations.

I have the authority to bind the Corporation or Partnership, if applicable.

Signature of property owner or signing officer

Print name

Date

Property Owner Permission to Enter Property

I, the undersigned, being the registered property owner of the above noted property hereby irrevocably authorize and consent to the City of Mississauga staff to enter upon the above noted property at any reasonable time for the purpose of evaluating the merits of the application.

I have the authority to bind the Corporation or Partnership, if applicable.

Signature of property owner or signing officer

Print name

Date

Application for Payment in Lieu of Off-Street Parking (PIL) – Schedule B

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Property Information

Address / Legal Description

Property Owner Appointment and Authorization of Agent

I, the undersigned, being the registered property owner of the above noted property hereby authorize

Authorized agent's name / company

as my agent for the purpose of submitting a Site Plan application to the City of Mississauga Planning and Building Department and acting on my/our behalf in relation to this application. The authority granted by this Agent Appointment and Authorization shall continue until I shall have revoked such authority in writing, and delivered such written revocation to the City of Mississauga Planning and Building Department. No such revocation shall, however, invalidate any action taken by me/our agent prior to the date the City of Mississauga Planning and Building Department received such written revocation.

I have the authority to bind the Corporation or Partnership, if applicable.

Signature of property owner or signing officer

Print name

Date