

FOR METROLINX USE ONLY	
Application Received By:	
Application Number:	Date Received:
Assigned Application File Name:	
Other Related Application Numbers on the Property:	

The Pre-Application meeting will be used to assist Metrolinx in confirming the application submission requirements with the Applicant. The submission checklist is to be filled out during the Pre-Application meeting, by Metrolinx. Note: depending on the information provided by the Applicant, Metrolinx may require 2-3 business days following the meeting to review and confirm submission requirements.

1. LOCATION AND DESCRIPTION OF PROPERTY
Municipal Street Address <i>(If applicable)</i>
Legal Description
Other

2. APPLICANT INFORMATION		
Name	Position	
Street Address	Unit number	
City	Province	Postal Code
Telephone number	Cell number	E-mail
The application is being submitted by: <input type="checkbox"/> Owner <input type="checkbox"/> Authorized Agent of the Owner		

3. OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)		
Name	Position	
Street Address	Unit number	
City	Province	Postal Code
Telephone number	Cell number	E-mail

**4. PROJECT TYPE (check all that apply)**

- |   |  |  |   |
|---|--|--|---|
| <input type="checkbox"/> Underground Utility within Municipal ROW | <input type="checkbox"/> Underground Utility on Private Property   | <input type="checkbox"/> Overhead Utility within Municipal ROW | <input type="checkbox"/> Overhead Utility on Private Property |
| <input type="checkbox"/> Public Roadwork                          | <input type="checkbox"/> Public Curbs, sidewalks and streetscaping | <input type="checkbox"/> Roadwork on Private Property          | <input type="checkbox"/> Other                                |

Is the proposed project being carried out in response to a Metrolinx issued Notice pursuant to Section 46 of the BTFA:

- Yes     No

(If Yes, attach a copy Metrolinx issued Notice to this application)

**5. EXISTING PROPERTY INFORMATION**

Describe the existing conditions:

Describe proposed work:

**6. SUBMISSION REQUIREMENTS**

Attach the following documents/drawings to this form:

- A. Site Plan showing proposed project and property lines
- B. Topo Survey, if available
- C. Grading, if available

Please refer to the [Metrolinx Corridor Development Permit Guideline for Utility and Roadway Work](#) for more information, including an overview of the review & approval process, timing, agreements with Metrolinx, technical requirements, and more.

**7. OWNER'S AUTHORIZATION**

If an Agent is applicable in Item #2, the Owner must complete this section.

I, \_\_\_\_\_ being the registered owner, hereby authorize (*print name of agent*) \_\_\_\_\_, to submit this Pre- Application Form to Metrolinx.

Owner Signature

Date

**Note:** If there is more than one owner, a separate authorization from each individual or corporation is required. Attach an additional page/s in the same format as this authorization, if necessary.

**8. APPLICATION DECLARATION**

I, \_\_\_\_\_ solemnly declare that I am *(choose one of the following)*:

Owner

Authorized Agent of the Owner

and that all above statements contained within this application are true and accurate.

Applicant Signature

Date