

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. Application Information		Applicant is: <input type="checkbox"/> Owner or <input type="checkbox"/> Authorized agent of owner	
Name	Position or company		
Street Address	Unit number	Lot/con	
Municipality	Postal Code	Province	E-mail:
Telephone number	Cell number		

**3. Owner Information (if different from applicant)**

Name		Position or company	
Street Address			Unit number
Lot/con			
Municipality	Postal Code	Province	E-mail:
Telephone number	Cell number		

**4. Project Type**

New Construction   
  Addition to an existing building or structure   
  Alteration/repair to an existing building   
  Demolition   
  Other

**5. Property Information**

Describe the current use and existing buildings or structures:

Describe proposed work, buildings, or structures:

Existing Gross Floor Area:

Proposed Gross Floor Area:

Proposed Construction Start Date:

Proposed Construction Finish Date:

## 6. Submission Requirements

Attach the following documents/drawings to this form:

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

Please refer to the Metrolinx Adjacent Development Guideline for Priority Transit Projects on our [website](#) 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 of the subject lands, hereby authorize (*print name of agent*) \_\_\_\_\_, to submit the above Pre-Application Consultation request 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
- An Agent of the Owner

and that:

1. All above statements, information, and attached documentation contained within this application are true and accurate
2. All above statements, information, and attached documentation contained within this application is subject to FOI (Freedom of Information) - under the *Freedom of Information and Protection of Privacy Act*

Applicant Signature

Date