



**CERTIFICATE OF AUTHORIZATION
APPLICATION**

**INSTALLATION OF GROUNDWATER OR SURFACE
WATER WITHDRAWAL SYSTEM OR A
GEOTHERMAL SYSTEM**

Application no. : _____
Certificate no. : _____
Registration number: _____

GENERAL INFORMATION : APPLICANT

→ Are you the owner of the property? Yes No
→ If not, do you have a proxy? Yes No

Name : _____ Tel. : _____ Ext* : _____
Address : _____ Fax : _____
Municipality : _____ Email : _____
Province : _____ Country : _____
Postal code : _____

→ In the event that the applicant has acquired the land related to the application for a certificate of authorization within a period of less than one (1) year, a copy of the property title must be attached to the application.

PERFORMER OF THE WORK

If same as owner, do not complete this section

→ Owner* or client* Proxy
→ Project manager Responsible for the work

Name : _____ Phone : _____ Ext.* : _____
Address : _____ Fax : _____
Civic no. : _____ RBQ : _____
Type and name of road : _____ NEQ : _____
Postal code : _____ Email : _____
Municipality : _____
Province : _____ Country : _____

LEAD DESIGNER OF THE PLANS

Name : _____ Phone : _____ Ext.* : _____
Address : _____ Fax : _____ Ext.* : _____
Email : _____

LOCATION OF THE WORK

Location of the work (if other than postal address) : _____
Registration number (Matricule) : _____
Lot no. : _____

➤ Is the lot next to a lake, watercourse or wetland ? Yes ____ No ____

WORK DESCRIPTION

- Type of Work (Installation of a ground or surface water withdrawal system):
 - Installation of a water intake from the lake
 - Installation of a geothermal system
 - Installation of a surface well
 - Installation of a tube well
 - Installation of a filtering point
- If applicable, tubing information :
 - Steel
 - Plastic
 - Accreditation number: _____
 - Other : _____
- Pumping capacity required (water requirement in terms of m3/day) : _____
- Cost of the work : _____
- Start date of the work : _____ Expected completion of the work : _____
- Is it an intergenerational building? Yes No
- How many bedrooms are there in the building ? _____
- Occupancy of the residence: Annual Seasonal
- Current building use : _____
- Intended use of the building : _____
- Is the building served by :
 - Septic installation
 - Well
 - Water from the lake

DOCUMENTS TO PROVIDE

- An application for a certificate of authorization must be submitted to the municipality in **two paper copies** and **one electronic copy (PDF)**;
- The applicant must **complete and sign the certificate of authorization application** form and submit all required documents to provide a complete application.

GENERAL CONTENT

- (1) A copy of the well builder's submission;
- (2) A site plan to the required scale which shall show the following :
 - a) Existing or proposed buildings, structures, works;
 - b) Any existing or proposed septic systems on the concerned property or on adjoining properties
 - c) Any lake, watercourse, wetland, shoreline and protective strip;
 - d) Any property line;
 - e) The location of the proposed withdrawal system.
- (3) Following the construction of the well, a drilling report completed and signed by the person who constructed the well shall be produced in accordance with the *Règlement sur le prélèvement des eaux et leur protection (RLRQ, c.Q-2, r. 35.2)*;
- (4) If the underground withdrawal installation is conducted on the shore or shoreline, the following must be provided :
 - a) A certificate from the appropriate ministry authorizing the conduct of an activity that alters wildlife habitat;
 - b) A description of the mitigation measures used to prevent the dispersion of fine particles in the water;
 - c) A description of the methods used to stabilize the shoreline following the work.
- (5) If the surface withdrawal installation is conducted in the shoreline, the following must be provided :
 - a) The model of the disinfection system and the model of the planned drinking water decontamination system.
- (6) A copy of any required authorizations by provincial or federal legislation or regulation if applicable;
- (7) Payment of the application review fee;
- (8) Any other plans and documents to assess the compliance of the application for a certificate of authorization with the applicable regulations.

APPLICATION FEES FOR THE CERTIFICATE OF AUTHORIZATION AND SIGNATURES

- Installation of a ground or surface water withdrawal system :
 - 50 \$ (non-refundable)
- Installation of a geothermal system :
 - 50 \$ (non-refundable)

→ **NOTICE** : PLTN will charge owners who must use the boat launch to mobilize and/or demobilize equipment required for the work at a rate of 1.75% of the value of the work. For this purpose, the declared cost of the work is transferred directly to the PLTN directors.

I, the undersigned _____, hereby declare that the required information and documents given above are complete and accurate.

Signed at _____ this _____

By : _____

NOTE: This form is intended to expedite the application for a certificate of authorization and does not constitute a complete application or an authorization. The designated officer to whom your application is submitted reserves the right to request any additional documents and information that will give him a clear and precise understanding of your project.

APPLICANT'S GUIDE

- You can consult the different urbanism bylaws of the municipality in the **Bylaws and permit applications** tab on the municipality's website by clicking on the following link : <https://lac-tremblant-nord.qc.ca/en/bylaws-and-permit-applications/>
- Prior to your application, we invite you to contact the municipal inspector to ensure that your construction project complies with regulatory requirements.
- In order to avoid errors that are detrimental to both parties, all requested documents must be provided. Failure to do so may result in the application being delayed or rejected.
- In order to foresee the delays between the filing of the complete application and obtaining of the certificate of authorization, please consult the calendar of the Planning Advisory Committee (PAC) meetings and the Municipal Council meetings on our website in the **Municipal Calendar** section : <https://lac-tremblant-nord.qc.ca/en/municipal-calendar/>