



**CERTIFICATE OF AUTHORIZATION
APPLICATION**

**DEMOLITION OF A BUILDING OR A
CONSTRUCTION**

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 (Demolition of a building or structure with a footprint greater than 35 m²):**

- Accessory building
- Accessory construction
- Main building

➤ 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 : _____

➤ For the purposes of your application, are you planning (see application forms):

- Landscaping (sidewalk, deck, patio, shed, gazebo or other);
- A lake access (work in the shoreline);
- A private entrance;
- The crossing of a watercourse (bridges & culverts).

➤ Is the building served by :

- Septic installation
- Well
- Water from the lake

➤ If applicable, please confirm the following:

→ Lake access :

How will you mobilize and demobilize the equipment needed for the work by passing through the shoreline? (This entrance to the site remains temporary and must be restored to its natural state)

What revegetation measures will you take once the work is completed?

→ A description of the safety measures that will be taken during demolition :

→ A description of the landscaping that will be done on the site of the demolished building if the land is not to be rebuilt or used for another purpose within 12 months of the demolition :

DOCUMENTS TO PROVIDE
Bylaw related to permits and certificates

- 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

- The application for a certificate of authorization must contain the following plans and documents (the designated official may advise the applicant that certain plans and documents are not required considering the nature of the work and the information necessary to establish the conformity of the intervention with the urbanism bylaws) :
 - (1) The size and photographs of the building or structure to be demolished;
 - (2) A copy of the certificate of insurance of the person or company who will perform the work;
 - (3) A written engagement by the owner to dispose of the demolition waste in a dry material depot, landfill site or ecocentre;
 - (4) A written engagement by the owner that the sewage treatment system, sump pit or receptacle will be drained and removed or filled with gravel, sand, soil or inert material.

APPLICATION FEES FOR THE CERTIFICATE OF AUTHORIZATION AND SIGNATURES

- Demolition of a building or construction :
 - Main building :100 \$ (non-refundable)
 - Accessory building or construction : 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/>
- Generally, in order to provide the required documents to complete the work, professionals to consult may include a surveyor, an architect or architectural technologist, a landscape architect, a biologist, an engineer or technologist for your wastewater treatment system, a well-digger and an urbanist.
- 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/>