

REVISION REQUEST – SITE PLANNING AND ARCHITECTURAL INTEGRATION PROGRAM (SPAIP)

This document does not authorize the commencement of any work.

\* Mandatory fields

ADDRESS *			SUITE OR APARTMENT		
OCCUPANT *			<input type="checkbox"/> OWNER <input type="checkbox"/> TENANT		
TEL1 *	TEL2		EMAIL *		
IF APPLICANT IS NOT THE OWNER OF THE PROPERTY, IS THE OWNER'S LETTER OF AUTHORIZATION INCLUDED? *		<input type="checkbox"/> YES	<input type="checkbox"/> NO*	*IF NOT, IT MUST BE SUBMITTED BEFORE PERMIT IS ISSUED.	
AT THE TIME OF YOUR REQUEST, ARE THERE ANY TENANTS LIVING IN THE BUILDING? *		<input type="checkbox"/> YES	<input type="checkbox"/> NO	HAVE THEY BEEN ADVISED IN WRITING?	<input type="checkbox"/> YES <input type="checkbox"/> NO

CONTACT – PERSON RESPONSIBLE FOR THE REQUEST

NAME *		
TEL1 *	TEL2	VALUE OF WORK *
EMAIL *		
TYPE OF PROJECT (WORK)*		

ALL DOCUMENTS MUST BE SUBMITTED BY THE DEADLINE AND SENT IN PDF BY EMAIL TO: [urbanisme@pointe-claire.ca](mailto:urbanisme@pointe-claire.ca)

\*\*\*THE CITY RESERVES THE RIGHT TO REFUSE A PROJECT IF NOT ALL DOCUMENTS ARE SUBMITTED BY THE DEADLINE. \*\*\*

PLEASE PROVIDE THE FOLLOWING INFORMATION: \*

PROPOSED BUILDING MATERIALS	TYPE	MODEL	COLOUR
* PLEASE SPECIFY COLOUR IN BRACKETS IF COLOUR NAME IS UNCLEAR.	EXAMPLE: WOOD	EXAMPLE: CANEXEL	EXAMPLE: SANDAL WOOD (BEIGE-BROWN)*
FACING MATERIALS			
ARCHITECTURAL DETAILS, COLUMNS AND TRIM			
SOFFITS AND FASCIA			
WINDOWS			
FRONT DOOR			
GARAGE DOOR			
DOORS			
ROOF			
STAIRS, LANDING, RAILING			
DRIVEWAY, PATHWAY			
DIMENSION OF SAMPLES AND SAMPLE BOARD MUST NOT BE MORE THAN 11" X 17" DO YOU WANT YOUR SAMPLES TO BE RETURNED AFTER THE REVISION PROCESS?			<input type="checkbox"/> YES <input type="checkbox"/> NO

SPAIP REVISION FEES \*

RESIDENTIEL BUILDING (1 TO 4 DWELLING UNITS)	
Renovation or extension of a residence (less than 50 % of the total floor area of the existing house) including the landscaping	
For the first two presentations to the Planning Advisory Committee	\$ 270
For each further appearance before the Planning Advisory Committee	\$ 135
Construction of a new residence or expansion of the floor area of the existing house by 50% or more	
For the first two presentations to the Planning Advisory Committee	\$ 610
For each further appearance before the Planning Advisory Committee	\$ 305
MULTIFAMILY BUILDING/COMPLEX (MORE THAN 4 DWELLING UNITS)	

Renovation of a multifamily residence or each building in a residential complex, or landscaping of its grounds	
For the first two presentations to the Planning Advisory Committee	\$ 855
For each further appearance before the Planning Advisory Committee	\$ 430
Construction or extension of a multifamily residence or each building in a residential complex	
For the first two presentations to the Planning Advisory Committee	\$ 2 355
For each further appearance before the Planning Advisory Committee	\$ 1 180
<b>COMMERCIAL OR INDUSTRIAL BUILDING</b>	
Renovation, extension, construction, or landscaping of the grounds, of an industrial or commercial building in a C, Cb or N zone	
For the first two presentations to the Planning Advisory Committee	\$ 2 355
For each further appearance before the Planning Advisory Committee	\$ 1 180
Renovation, extension, construction or landscaping of the grounds, of a commercial building or a mixed-use building located outside of C, Cb or N zones, i.e., in a village or isolated	
For the first two presentations to the Planning Advisory Committee	\$ 320
For each further appearance before the Planning Advisory Committee	\$ 160
Construction or expansion of 50% or more of the total floor area of a commercial or mixed-use building located outside of zones C, Cb, or N (i.e., in a village or isolated)	
For the first two presentations to the Planning Advisory Committee	\$ 855
For each further appearance before the Planning Advisory Committee	\$ 430

\*\*\* PLEASE NOTE THAT THE SPAIP FINANCIAL GUARANTEE IS REQUIRED FOR ALL PROJECTS SUBJECT TO SPAIP REVIEW. THE AMOUNT OF THE GUARANTEE IS DETERMINED BY COUNCIL BASED ON THE ESTIMATED COST OF WORK AND IS APPLICABLE UPON DELIVERY OF PERMIT.

ADDITIONAL APPLICABLE FEES

BUILDING PERMIT REVISION FEE: } SEE BY-LAW PC-2977 FOR 2025 FEE SCHEDULE  
DAMAGE DEPOSIT: }

ENGINEERING FEES: TO BE DETERMINED DURING REVISION OF REQUEST; MUST BE PAID BEFORE BUILDING PERMIT IS ISSUED

SIGNATURE OF OWNER OR REPRESENTATIVE	
PLEASE PRINT NAME	DATE