**REQUEST FOR THE DEMOLITION OF AN IMMOVABLE**

This document does not authorize the commencement of any work.

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| ADDRESS  | SUITE OR APARTMENT  |
| OCCUPANT  |[ ]  OWNER |[ ]   TENANT |
| TEL1  | TEL2  | EMAIL  |
| IF APPLICANT IS NOT THE OWNER OF THE PROPERTY, IS THE OWNER’S LETTER OF AUTHORIZATION INCLUDED? | [ ]  YES | [ ]  NO\* |  \*LETTER IS REQUIRED AT THE TIME OF YOUR REQUEST. |
| AT THE TIME OF YOUR REQUEST, ARE THERE ANY TENANTS LIVING IN THE BUILDING? | [ ]  YES | [ ]  NO | HAVE THEY BEEN ADVISED IN WRITING? | [ ]  YES | [ ]  NO |

**CONTACT – PERSON RESPONSIBLE FOR THE REQUEST**

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| --- |
| NAME  |
| TEL1  | TEL2  | VALUE OF WORK  |
| EMAIL  |

**ALL DOCUMENTS MUST BE SENT IN PDF BY EMAIL TO:** urbanisme@pointe-claire.ca

**REQUIRED DOCUMENTS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. OFFICIAL REQUEST | YES | NO | TO BE SUBMITTED NO LATER THAN | N/A |
| LETTER CLEARLY EXPLAINING THE PROJECT (proposed land use, description of methods in which demolition will be carried out, conformity to SPAIP By-Law, etc.) |[ ] [ ]    |[ ]
| An approximate TIMETABLE of the demolition and reconstruction work. |[ ] [ ]    |[ ]
| Documents that show or describe the state of the building to be demolished and an explanation as to why it cannot be repaired or renovated. |[ ] [ ]    |[ ]
| Plans SHOWING the level and depth of the service connections, as measured at the property limit. |[ ] [ ]    |[ ]
| report confirming the presence or absence of asbestos |[ ] [ ]    |[ ]

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| --- | --- | --- | --- | --- |
| 2. PLANS | YES | NO | TO BE SUBMITTED NO LATER THAN | N/A |
| CERTIFICATE OF LOCATION of the existing property |[ ] [ ]    |[ ]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 3. OTHER IMPORTANT DOCUMENTS | YES | NO | TO BE SUBMITTED NO LATER THAN | N/A |
| COLOUR PHOTOGRAPHS of each elevation of the existing building |[ ] [ ]    |[ ]
| SUBDIVISION REQUEST if applicable |[ ] [ ]    |[ ]
| APPRAISAL AND BUILDING INSPECTION REPORT |[ ] [ ]  **ORDERED BY THE CITY AND PAID BY APPLICANT**  |

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| 4. APPLICABLE FEES |
|  | PAID |  | PAID |
| $ 230 REVISION FEE FOR DEMOLITION REQUEST |[ ]  $ 230 PUBLICATION FEES |[ ]
| RÉSIDENTIEL (1 À 4 LOGEMENTS) OU AUTRE USAGE : \*$ 3,000.00 POUR LE RAPPORT D’ÉVALUATION ET INSPECTION EN BÂTIMENT |[ ]
| MULTIFAMILY OR NEW DEVELOPMENT: FEES OF PAYMENT OF THE BUILDING ASSESSMENT AND INSPECTION REPORT APPOINTED BY THE CITY WILL BE EVALUATED CASE BY CASE |[ ]

**\*EVALUATION AND INSPECTION REPORT FEES CAN CHANGE DEPENDING ON THE TYPE OF REQUEST (COMMERCIAL, INDUSTRIAL, INSTITUTIONAL, ETC.).**

**ADDITIONAL FEES REQUIRED ONCE DEMOLITION REQUEST IS APPROVED (see below)**

DEMOLITION FINANCIAL GUARANTEE:

BUILDING PERMIT REVISION FEE: SEE TARIFFS BY-LAW 2021 PC-2922

DAMAGE DEPOSIT:

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

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| SIGNATURE OF OWNER OR REPRESENTATIVE  |
| PLEASE PRINT NAME  | DATE  |