**REQUEST FOR THE DEMOLITION OF AN IMMOVABLE**

This document does not authorize the commencement of any work.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 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**

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

**ALL DOCUMENTS MUST BE SENT IN PDF BY EMAIL TO:** [urbanisme@pointe-claire.ca](mailto: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 |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 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** | |

|  |  |  |  |
| --- | --- | --- | --- |
| 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

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