



PERMIT RENEWAL APPLICATION

THIS SPACE IS FOR MUNICIPAL USE ONLY

APPLICATION N°: _____

ROLL N°: _____

URBAN PLANNING DEPARTMENT

THIS SPACE IS FOR MUNICIPAL USE ONLY

Application date : dd / mm / yy

Date that all required documents were provided : dd / mm / yy

SECTION 1- APPLICANT INFORMATION

WORK SITE

Address: _____ Lot N : _____

OWNER (A copy of the title deed must be provided if property was purchased within the last 6 months.)

Name: _____ Home phone: _____

Address: _____ Work phone: _____

Postal Code: _____ Cell. Phone: _____

Email address: _____

APPLICANT same as owner

Name: _____ Home phone: _____

Address: _____ Work phone: _____

Postal code: _____ Cell. phone: _____

Email Address: _____

SECTION 2 – NATURE OF PREVIOUS PERMIT

TYPE OF WORK

- | | |
|--|--|
| <input type="checkbox"/> Addition | <input type="checkbox"/> Extension |
| <input type="checkbox"/> Water Catchment | <input type="checkbox"/> Change of usage |
| <input type="checkbox"/> Construction | <input type="checkbox"/> Demolition |
| <input type="checkbox"/> Moving | <input type="checkbox"/> Septic Installation |
| <input type="checkbox"/> Renovation | |
| <input type="checkbox"/> Other: _____ | |

Work completion date: _____

 dd / mm / yy

Description of remaining work: _____

Modifications or changes made to the initial application? Yes No

Description: _____

SECTION 3 – REQUIRED DOCUMENTS

- Title Deed (notarized contract)
- Construction plans (to scale)
- Project layout plan (land surveyor)
- Plan and estimate for septic installation (engineer/technologist)
- Application for well permit
- Survey certificate (land surveyor)
- Certificate of compliance (engineer/technologist)
- Drilling log (well driller)
- Flood zone – Recurrence marks (land surveyor)
HWM, 0-2 years, 0-20 years, 20-100 years
- Other : _____

SECTION 4 – DECLARATION OF OWNER OR APPLICANT

I am aware that any other documents deemed necessary for the issuance of the permit could be requested and that the delay for issuing a permit is sixty (60) days maximum from the date the application is considered complete.

I promise not to begin work before I receive the permit and I agree to pay the amount required upon its receipt.

I am aware that modification of the plans and/ or specifications already approved will require a written authorization issued by the officer in charge.

I, undersigned, certify that the information given in the present document and its appendices are in every respect true, correct and complete and that I will comply with their provisions and to those of the current town planning regulations.

I acknowledge that the issuance of the present permit or certificate does not exempt me from obtaining any other documents required by another service, agency, authority, ministry or local authority, be it on a municipal, provincial or federal level having jurisdiction in relation to the present application.

I also acknowledge that my right to build or to execute any work can be affected by servitude established by the law or under a contract. In spite of the obtaining a municipal permit or certificate, I must ensure that compliance of these servitudes is met.

Signature of the owner of applicant

Date

Name of the owner or applicant (in block letters)

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Zone N°: _____

Number of previous permit: 20 _____ - _____

Notes: _____

Permit authorized on _____

Signature of person in charge _____

Urban planning department
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Pick up

Mail