

New construction

Request form



Important

- ✓ Make sure you provide all the documents required to review your permit application.
- ✓ The cost of the permit is \$100.00. A fee of \$200.00 is added for each additional dwelling. Payment is made once the permit is issued.
- ✓ A deposit of \$1500.00 is required upon issuance of a new construction permit. This deposit is remitted upon receipt of the certificate of location. The certificate must be provided within 2 years of the closing date of the permit, failing which the deposit is non-refundable.

IDENTIFICATION OF BUILDING OWNER

First and last name : _____

Address : _____

Phone # : _____

Email : _____

PROPERTY IDENTIFICATION

Address : _____

Lot # : _____ Role # : _____

REQUEST IDENTIFICATION (if different from owner)

☐ Please attach the proxy form

First and last name : _____

Address : _____

Phone # : _____

Email : _____

BUILDING CONSTRUCTION MANAGER

Manager : _____ Phone # : _____

Contractor : _____ Phone # : _____

Address : _____

Email : _____ Phone # : _____

Work cost : _____

Starting date : _____

Ending date : _____

Number of bedroom : _____

Number of units : _____

Occupation : ☐ Permanent ☐ Seasonal (cottage)

DOCUMENTS REQUIRED

- ☐ Construction plans to scale including floor plan of each level, four elevations with EXACT finished ground level (N-S-E-W), construction details, details of materials used for exterior cladding, a typical wall section showing materials used and indicating the intended use of each room in the building.
- ☐ A site plan drawn up by a surveyor including (1)the proposed and/or existing building(s), (2)the proposed septic installation and those of the neighbors, (3)the proposed well or aqueduct inlet, as well as those of the neighbors and (4)wetlands, water bodies and flood zones.

RESPONSIBLE FOR SEPTIC SYSTEM WORK

Manager : _____ Phone # : _____

Contractor : _____ Phone # : _____

Address : _____

Email : _____ Phone # : _____

REQUIRED DOCUMENT

- ☐ Development report including a scaled location plan, a soil survey and the location of the well provided by an accredited professional order. (Provincial Law Q-2, r-22)

RESPONSIBLE OF THE WELL WORKS

Manager : _____ Phone # : _____

Contractor : _____ Phone # : _____

Address : _____

Email : _____ Phone # : _____

DOCUMENT REQUIRED

- ☐ The drilling contractor's contract or tender.

Signature : _____

Date : _____