



DEMOLITION OF A MAIN BUILDING FORM

1. - HOW TO COMPLETE YOUR REQUEST

Any request must be forwarded to the Urban Planning Department. The present document must be duly completed and accompanied by all plans and pertaining documents. The request must be signed by the owner or a duly authorized representative.

URBAN PLANNING DEPARTMENT	ADDRESS	TELEPHONE	FAX
Ville de Dollard-des-Ormeaux, Urban Planning Department	12001 De Salaberry Blvd., Dollard-des-Ormeaux (Québec) H9B 2A7	514-684-1033	514-684-6899

2. - APPLICATION COST

The application must be accompanied by a cheque made payable to the "City of Dollard-des-Ormeaux", covering the applicable certificate of authorization fees and a deposit against any damages to the public property. The applicable fees are specified within the following table:

CERTIFICAT D'AUTORISATION / CERTIFICATE OF AUTHORIZATION	TARIF / RATE
<i>Request for the demolition of a main commercial, industrial or institutional building</i>	<i>Study costs of \$550 + Publication cost of \$300 + damage deposit of \$5,000 + \$7 /demolition cost /\$1,000 Minimum of \$100</i>
<i>Request for the demolition of a main residential building of more than 12 units</i>	<i>Study costs of \$550 + Publication cost of \$300 + damage deposit of \$5,000 + \$5 /demolition cost /\$1,000 Minimum of \$100</i>
<i>Request for the demolition of a main residential building of 12 units and less</i>	<i>Study costs of \$550 + Publication cost of \$300 + damage deposit of \$5,000 + \$5 /demolition cost /\$1,000 Minimum of \$50</i>

N.B. If conditions are imposed pursuant to Section 37 of *By-law respecting the demolition of immovables*, the applicant must provide to the City, prior to the issuance of the certificate, a monetary guarantee of 10% of the value of the building entered on the valuation roll in force, as defined in the By-law.

3. - APPLICATION PROCEDURE

The request for demolition must be submitted to the Director of Urban Planning and Engineering or his authorized representative with the required documents.

The Director informs the Committee upon receipt of the request and will schedule a meeting in order to study the said request.

As soon as the Committee receives a request for demolition, it shall, without delay, have the City Clerk publish a public notice accordingly. In addition to this publication, a public notice shall be posted on the immovable aimed by the application for authorization to demolish or on a billboard easily visible notice to passers-by for a period of ten (10) days from the date of the publication of the public notice.

The applicant must send a notice of the demolition request to each tenant of the property, if any. The applicant must provide to the Committee, prior to the Committee meeting, proof that the notice was sent to each tenant.

Before rendering its decision, the Committee must consider the objections received.

The Committee may hold a public hearing if it considers it advisable.

The Committee grants permission if it is convinced of the advisability of the demolition taking into account the public interest and the interest of the parties.

If the Committee grants permission to demolish the building, it may impose conditions for the demolition of the immovable or reuse of the building or reuse of the vacated land.

The Committee's decision concerning the demolition must be substantiated immediately sent to every party concerned, by registered or certified mail.

4. - PROJECT THAT CAN BE SUBJECT TO A DEMOLITION REQUEST

The *By-law respecting the demolition of immovables* shall apply to any building located on the territory of the City of Dollard-des-Ormeaux except for circumstances specified in Section 7 of the said by-law.

5. - REQUIRED DOCUMENTS

The request must be accompanied by the following documents:

- The form provided by the Urban Planning and Engineering Department explaining the reasons for the request and signed by the owner of the building;
- The payment of the fees fixed by the *By-law concerning rates* and specified at Section 2 of this form;
- A photograph of each elevation of the immovable to be demolished as well as photographs of the built sector;
- A certificate of location or a site plan showing the immovable to be demolished;
- A preliminary program for the utilization of the vacated land established in accordance to the provisions of Section 5 of the *By-law respecting the demolition of immovables*;
- The work schedule for the demolition and the date of the disconnection of utilities; and
- When required by the Director, a report on the condition of the building prepared by an architect or a structural engineer, and this, at the applicant's expense.

6. - PROCESSING TIME

Allow a minimum period of at least **two months** from the time of filing and the Committee's decision.

7. - ADDITIONAL INFORMATION

For more information, please do not hesitate to contact the Urban Planning Department at 514-684-1033.



DD : _____

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By the present, the undersigned asks the Demolition Committee of the City of Dollard-des-Ormeaux to authorize this request.

FOR THE APPLICANT'S USE

1

IDENTIFICATION

Site affected by the application		
Address (N°, street):		
Lot number:		Zone :
Owner		Phone numbers
Name:		Home :
Address (N°, street):		Office :
Municipality:	Postal code	Cell. :
		Other :
		Email :
Applicant / authorized representative (if different from owner)		Numéros de téléphone
Name:		Home :
Address (N°, street):		Office :
Municipality:	Postal code	Cell. :
		Other :
		Email :

2

PRESENTATION OF THE REQUEST REASONS FOR THE REQUEST :

3

DESCRIPTION OF THE METHOD TO BE USED FOR THE REGROWTH OF THE VEGETATION IF THE SITE HAS NO REDEVELOPMENT PLAN OR CONSTRUCTION PROJECT.

4

PLANNED DATE OF DEMOLITION

D/M/Y

5

ACKNOWLEDGEMENT

I certify that all the information I have provided herewith is accurate.

Owner		Date	D / M / Y
Applicant / Authorized representative:		Date	D / M / Y