



## Demolition Applications

This info-sheet is a summary of the By-law concerning the demolition of immovables, RCA 17009.

### Obligation to obtain a permit

No one may demolish an immovable without the appropriate permit. Depending on the type of project, the Demolition applications review committee or the Director of the Urban Planning and Business Services Department may rule on the application.

### Applying for a demolition permit

Authorization to demolish an immovable may be granted by the Director of the Urban Planning and Business Services Department only in the following cases:

- a building set back more than 3 m from the building line;
- a non-conforming building located at the rear of the main building;
- a building with no foundation;
- a single-family residential building, where there is no need to evict a tenant;
- a commercial building used for car wash, vehicle repair or service station purposes;
- a building that has been vacant for over three years;
- a building that is burnt down or more than 50% damaged or destroyed without considering the foundations;
- a building concerned by a specific construction, alteration or occupancy proposal;
- a building designated as a historic monument;

- a building within the limits of a heritage site;
- an outbuilding with a use accessory to that of the dwelling.

All other applications must be submitted to the Demolition applications review committee for a ruling.

### Submitting an application

Any application for the demolition of an immovable must be submitted in writing, on the prescribed form. The form is available from the Permits and Inspections Division, 5160 Décarie, ground floor.

The duly completed form and required supporting documents must then be submitted to the Director of the Urban Planning and Business Services Department (5160 Décarie, Suite 600).

### Supporting documents

The following supporting documents *must* be submitted with any demolition application:

- photographs of façades of the building and surrounding area;
- the number and area of occupancies in the building;
- where the building is occupied, the measures provided for relocating tenants;
- where the building is vacant, since when;

- grounds for the demolition application;
- preliminary plan specifying the proposed use of the bare site, including plans required to verify conformity with by-laws;
- schedule of demolition work and, if applicable, reconstruction work;
- proof of payment of professional and other fees stipulated in this by-law;
- any other relevant document deemed necessary by the Director.

## Fees

Non-refundable review fees must be paid when the application is filed.

Applicants must also pay:

- fees for the elimination of vehicle entrances;
- fees for walling off sewers and disconnecting water service.

For further information relating to fees, you can call 514 **868-4944**.

## Processing time

Processing time depends on the nature of the application. An application to be studied by the Demolition applications review committee will take approximately six months. However, a project that can be handled by the Director of the Urban Planning and Business Services Department will take about one month.