

1. APPLICANT'S INFORMATION	
Applicant's name :	Owner :
Address :	Address :
# phone (day):	# phone (day) :
Email :	Email :
	(Same as owner) <input type="checkbox"/>

2. INFORMATION ON THE LOCATION COVERED BY THE MINOR EXEMPTION REQUEST		
Building's address		
Québec cadastre lot numbers		
Occupation	H1 or H2 Residential <input type="checkbox"/>	All other use <input type="checkbox"/>

2024 Rates – By-Law CA29 0139	
CATEGORY	RATE
1° Study fees for usage groups "H1" and "H2"	\$ 1040
2° Study costs for usage groups "H3", "H4", "Commercial (c)", "Industrial (i)", "Community (p)" and "Recreational (r)"	\$ 2080

The study fees indicated in paragraph 1 must be paid by the applicant when submitting the study request. These fees are non-refundable.

REGULATORY PROVISIONS <u>NOT ELIGIBLE</u> FOR A REQUEST FOR MINOR EXEMPTION	
Zoning By-Law	<ul style="list-style-type: none"> provisions relating to uses; provisions relating to the density of land occupation. <p>No minor exemption may be granted in an area where land use is subject to special constraints for reasons of public safety.</p>
Subdivision By-Law	<ul style="list-style-type: none"> provisions relating to the transfer for the purpose of establishing, maintaining and improving parks, playgrounds and the preservation of natural spaces.

3. INFORMATION ON THE EXEMPTION REQUEST

Type of exemption	Zoning <input type="checkbox"/>		Subdivision <input type="checkbox"/>
Request context:	<i>Building subject to permit</i> <input type="checkbox"/> Date of permit : _____	<i>Construction of an extension</i> <input type="checkbox"/> Date of permit : _____	<i>Construction of a garage</i> <input type="checkbox"/> Date of permit : _____
	<i>Existing building</i> <input type="checkbox"/> Date of permit : _____	<i>Existing building to demolish</i> <input type="checkbox"/> Permit request number: _____	<i>Building to be built</i> <input type="checkbox"/> Permit request number: _____

What is the request for exemption? Describe the element that does not comply with the regulations and the exemption requested.

Indicate as many details as possible in order to facilitate the understanding and processing of your request.

Why is it impossible for you to comply with the applicable regulations?

4. CONDITIONS OF ELIGIBILITY OF THE REQUEST

For any request :

- ☐ The application of the provision of the by-law targeted by the request causes serious prejudice to the applicant;
- ☐ The exemption does not affect the enjoyment, by the owners of neighboring buildings, of their right of ownership;
- ☐ The exemption complies with the objectives of the urban plan.

For work in progress or already executed:

- ☐ The work has been the subject of a building permit, a certificate of authorization or a subdivision permit;
- ☐ The work was carried out in good faith.

Reasons why the requested exemption does not have the effect of affecting the enjoyment, by the owners of neighboring buildings, of their right of ownership:

Description of the serious prejudice caused to the applicant by the application of the regulations in force:

5. SUBMITTING A STUDY REQUEST

The study request for a project must be accompanied **by all the following documents:**

- ☐ this minor exemption request form provided by the borough, duly completed and signed;
- ☐ the receipt of payment of the required fees;
- ☐ the power of attorney establishing the mandate of any person authorized to act on behalf of the owner, if applicable;
- ☐ a plan drawn up and signed by a land surveyor attesting to the accuracy of all the dimensions or measurements necessary to ensure a good understanding of the nature of the request;
- ☐ explanatory letter from the professional or applicant;
- ☐ any document that can help understand the request and that can attest to the alleged facts.

For a request regarding work in progress or already carried out:

- ☐ a copy of the permit issued where the information required to retrace it;
- ☐ a description of the circumstances surrounding the execution of the work demonstrating that it was carried out in good faith.

6. DECLARATION

The undersigned declare that the above information is accurate and complete and undertake to submit all the documents required at the request of the Department concerned. The undersigned understand that this form does not constitute an application for a permit.

Applicant's signature

Owner's signature

Date : _____

Date : _____