



Permit application form for:

**RELOCATION OF BUILDING**

Valid for : 60 days

**Cost:** **25 \$**

**Location of work**

Address : \_\_\_\_\_

**Identification of the owner or applicant**  
(If you are not the owner, please provide a power of attorney from the owner)

same as location of work

Name : \_\_\_\_\_ Address : \_\_\_\_\_

Phone : \_\_\_\_\_ Email : \_\_\_\_\_

**Projected works**

Moving on the same site

Moving in \*

Moving out \*\*

**The permit application must include**

- A layout plan or sketch to scale showing:
  - o The limit of the property in question and its cadastre identification
  - o The ground projection of each existing building on the property in question and identification of the building to be relocated
  - o The new location of the building, in the case of a relocation on the same property.
- \* Moving in :
  - o A building permit from the municipality
  - o A proposed itinerary for the move
  - o A photograph of each elevation of the building to be relocated
  - o Date of moving
- \*\* Moving out :
  - o A proposed itinerary to follow during the trip
  - o A photograph of each elevation of the building to be relocated
  - o Date of moving

**Work performed by :**

Owner or  Contractor ↓ (add required information)

Name of contractor : \_\_\_\_\_

Scheduled start date: \_\_\_\_\_

Scheduled end date: \_\_\_\_\_

RBQ # : \_\_\_\_\_

Name of the responsible : \_\_\_\_\_

**Additional information or list of works**

Empty box for additional information or list of works.

**Declaration of owner or applicant**

I the undersigned: \_\_\_\_\_

Date : \_\_\_\_\_

MM - DD - AA

- Declares and that the information provided is complete and true.
- In addition, I undertake to comply with the provisions of the town planning regulations in force and any laws that may relate to it.

**Signature of applicant :** \_\_\_\_\_

Do not forget to add your documents to attach when sending your email

*By Laws information are available on our website*

[www.melbournecanton.ca](http://www.melbournecanton.ca)

- *All applications must be completed and paid according to the rates agreed in the regulations on permits and certificates.*
- The inspector has a period of thirty (30) days to issue or refuse the certificate of authorization from the date of receipt of all the documents required by this regulation.
- Any refusal must be justified in writing within the same time limit, and in all cases, it must be returned to the applicant along with a copy of the documents joined to the application.

Any authorization issued by the municipality does not exempt the applicant from ensuring that their project complies with the Environment Quality Act and the Wildlife Conservation and Development Act.

- This request must be completed, signed and delivered to the municipality either in person or by email: [inspecteur@melbournecanton.ca](mailto:inspecteur@melbournecanton.ca)
- The cost of the permit can be paid at Town Hall in cash, by check or through your banking institution (except CIBC).