

POOL AND FENCE PERMIT REQUEST

LOCATION

Address of the concerned property

Civic N°

Street name

City

Province

Postal code

IDENTIFICATION OF THE APPLICANT

Applicant **If the applicant is not the owner, complete the proxy form available on the city's website.*

Last name

First name

Adresse of the applicant ☐ (check is identical to the section "LOCATION")

Civic N°

Street name

City

Province

Postal code

Contact of the application

E-mail of the applicant

Phone number of the applicant

PROFESSIONNALS ON THE PROJECT

(1)

Architect

Address

E-mail

Phone number

(2)

Engineer

Address

E-mail

Phone number

(3)

Contractor

Address

E-mail

Phone number

N° licence RBQ

Phone number

DESCRIPTION OF THE WORK

☐ Pool

☐ Mechanical equipment for a pool

☐ Terrace

☐ Property fence (1.80 m)

☐ Tree removal

☐ Walkway (footpaths)

☐ Pool fence (min 1.20 m)

☐ Complimentary building (shed, greenhouse, sauna)

☐ Modify the level of the terrain

☐ Other (specify in the comments)

Comments :

Cost of the work (with taxes et service fees) :

Projected start of the work :

Approximate duration of the work :

Signature of the applicant :

Date

REQUIRED DOCUMENTS FOR A POOL PERMIT		
1	Application form for a pool and fence completed, signed and dated	☐
2	Proxy from the owner for a designated representative completed, signed and dated (If necessary)	☐
3	Verification list of the pool plann signed and dated by the owner and the contractor for the pool	☐
4	Certificate of location to scale (scanned in PDF format, legal 8.5 x 14 inches)	☐
5	Pool plan to scale (implantation and landscaping with the green bands, green coverage calculation, trees)	☐
6	Staking certificate to scale	☐
7	Photos montrant l'état actuel du site et des clôtures existantes	☐
8	Technical brochure of the pool fence and property fence (model, material, height, colour, etc.)	☐
9	Technical brochure of the mechanical equipments for the pool (model, dimensions, and decibels)	☐
10	Quote signed and dated indicated the cost of the work and professional service fees (taxes included)	☐
11	Site plan annotated with the tree protection measures applicable (see complimentary brochure)	☐
12	Deposit of 100\$ to begin an application for a pool/fence permit (deducted at issuance) The cost of the permit is fixed at 10\$ per 1000\$ value of the cost of the work. The minimum amount of 300\$ applies. The fixed cost of the site preparation certificate is 100\$ (payable upfront)	☐
Additional information may be requested		
- Topographic plan to scale produced by a land surveyor. - The owner is responsable to obtain the consent of the neighbour to connect his fence to theirs. - An engineer's letter is required if the pool is implanted at a distance less than 1.50 m from the wall of the building. Disclaimer - Above ground pools, semi in-ground pools, and above ground spas exceeding a capacity of 2000 L are prohibited. - A chain link fence (fros) and child secure fence are not allowed for a pool enclosure. - A tree removal request may be requested online in compliment to the pool construction permit.		

Please send all documents to the following email address: urbanisme@ville.mont-royal.qc.ca.

Please note that the Department of Land Use Planning and Development may request additional information from you.

VERIFICATION LIST OF THE POOL PLAN - (page 1 of 2) (check "yes" if applicable)	
The pool respects a minimum distance of 1.50 m setback from the property lines In the presence of an alleyway, a min distance of 1 m is respected	YES ☐ YES ☐ ; n/a ☐
The pool respects a minimum distance of 1.50 m setback from the wall of the main building If not, an engineer letter is provided	YES ☐ YES ☐ ; n/a ☐
The pool is equipped with a water recirculation system (*specify : Sand ☐ : Cartridge ☐ : Other ☐ NOTE : For sand, the drainage system must be connected to the house.	YES ☐ YES ☐ ; n/a ☐
The pool is equipped with a water heater The later respects a min setback of 1 m from the pool fence and a min of 2 m from the property lines The equipment does not encroach within the green bands	YES ☐ YES ☐ ; n/a ☐ YES ☐
The anti-slip sidewalk of the pool has a min width of 1 m	YES ☐
The materials of the fence/retaining wall existing of projected (max 1.80 m height) are composed of : ☐ Composite wood of treated wood, ☐ metal, ☐ aluminium, ☐ glass	YES ☐
The pool is delimited by a fixed fence (min height of 1.20 m) with a self closing lock and auto-closing door	YES ☐
The material that composes the pool fence includes the following : ☐ Composite wood or treated wood, ☐ metal, ☐ aluminium, ☐ glass	YES ☐
The pool does not exceed the level of the terrain which surrounds it The outline of the pool does not exceed 30 cm	YES ☐ YES ☐ ; n/a ☐
GREEN BANDS	
Rear yard from the sideline of the lot (depending on the lot width) : 2 m (if ≤ à 15.24 m and less) ☐ : 2.5 m (if > à 15.24 m to < à 22.86 m) ☐ : 3 m (if ≤ à 22.86 m and more) ☐ Parallel to the rear property line : 2 m If there is an alley , the right-of-way must remain landscaped (if applicable) : YES ☐ ; n/a ☐ Side yard and front yard: 60 cm from the sidelines of the yard ☐	
GREEN COVERAGE	
Green coverage to respect : The landscaping plan must indicate the green coverage calculation which respects 25% in the backyard	☐ YES
TREE REMOVAL	
The landscaping plan indicates if a tree removal is required The plandscaping plan confirms that the minimum required number of trees is respected : (2 trees if the width of the lot is ≤ 18 m ☐) : (3 trees if the width of the lot is < 18 m ☐)	YES ☐ ; n/a ☐ YES ☐ ; n/a ☐
INFORMATION FOR A POOL (page 2 on 2)	
The construction permit is issued once the inspection department has validated that the aforementioned requirements are met.	
1. Contact the inspector at the following steps : - When the pool has been traced on ground. - Before pouring the foundation walls. - When connecting the drainage system to the inside of the house (if applicable) - At the end of the work for a final inspection .	2. Ensure that all mechanical equipment (filtre, heat-pump, water heater) : - Respects a distance of 2 meters of all property lines. 48 dBA between 22 hours et 7 hours et 52 dBA between 7 h et 22 hours.

At all times, a 1.80 meter (6 foot) rigid temporary fence must surround the pool until the permanent fence is installed.
Any modification to an already approved plan regarding the shape, dimensions, depth, and location of the pool and its equipment requires the submission of revised plans to the Inspection Department in order to obtain a revised permit.

I have read and understood the previous notice, and I agree to comply with these requirements before and during the construction of the pool.

☐ I acknowledge that I have been informed of the documents required to file an application for a permit and/or certificate, subject to any conditions. I certify that the information provided is accurate and to the best of my knowledge.
I also acknowledge that I may be asked to provide additional information.

Contractor of the pool company	Owner
Last name/first name :	Last name/first name :
Signature :	Signature :
Date :	Date :