

## LANDSCAPING CERTIFICATE REQUEST

### LOCATION

#### Address of the property

Civic n°	Street name	
City	Province	Postal code
Lot(s) number(s)		

### IDENTIFICATION OF THE APPLICANT

**Applicant** *\*If the applicant is not the owner of the property, please fill up the proxy attached to this form.*

Last name	First name
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#### Address of the applicant

Civic n°	Street name	
City	Province	Postal code

#### Applicant's information

E-mail	Phone number
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### PROFESSIONALS ON THE PROJECT

<b>(1)</b>	<b>Architect</b>		E-mail
	Address		Phone number
<b>(2)</b>	<b>Engineer</b>		E-mail
	Address		Phone number
<b>(3)</b>	<b>Contractor</b>		E-mail
	Address		Phone number
		RBQ license n.	Phone number

### DESCRIPTION OF WORK

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Total cost of project :	
Starting date of work :	
Duration of work :	

Signature of the applicant			Date	
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## APPROBATION PROCESS

- **Application submission**, including all the required documentation and the payment of the analysis
  
- **Analysis and approbation by the Service of Urban Planning and Development**
  - The department reviews the request, the plans and the estimates and verifies their conformity with municipal bylaws.
  
- **Issuance of the permit**
  - If the request is conform and all the approbation have been obtained, the permit is ready to be issued. The applicant will be contacted by our secretary to come pick up the permit and pay the permit fees.

## REQUIRED DOCUMENT (depending on the nature of the work)

LANDSCAPING AND/OR DRIVEWAY	
1	Application form
2	Proxy (if necessary)
3	Certificate of location
4	Landscaping plan (including the green bands and vegetation coverage (with the calculations), existing and projected trees, etc.
5	Pictures of the current state of the lot
6	Cost estimate, signed and dated, including the professional services fees and taxes
GEOTHERMAL / IRRIGATION	
1	Application form
2	Proxy (if necessary)
3	Certificate of location
4	Plan, including the installation position and projected forage. (It can be drawn on the certificate of location) <i>Note : Please identify all the trees on the property</i>
5	Pictures of the current state of the lot
6	Cost estimate, signed and dated, including the professional services fees and taxes

**PROXY**

**OWNER'S INFORMATION**

_____	_____
Last name	First name
_____	_____
E-mail	Phone number

**ADDRESS OF THE IMPLICATED PROPERTY**

_____	_____		
Civic n°	Street name		
_____	_____	_____	_____
City	Province	Postal code	Lot (s) n°

**AUTHORIZED REPRESENTATIVE'S INFORMATION**

_____	_____
Last name	First name
_____	_____
E-mail	Phone number

**ADDRESS OF THE REPRESENTATIVE**

_____	_____		
Civic n°	Street name		
_____	_____	_____	
City	Province	Postal code	

**OWNER'S AUTHORIZATION**

*The owner authorizes his representative, named above, to submit to the Town of Mount Royal, one or more requests provided in the by-law, namely :*

- \_\_\_ Consult my property's file (including the plans) and obtain a copy
  - \_\_\_ Consult and obtain copy of the plans only
  - \_\_\_ Complete an application for a permit or a certificate
  - \_\_\_ Other request, please specify the nature : \_\_\_\_\_
- Other request's specification \_\_\_\_\_

*The owner also authorizes his representatives, named above, to sign the documents and commitments required for the submission of this application for the property indicated above.*

**OWNER'S SIGNATURE**

*I declare to be the owner of the building and I authorize my representative to submit to the Town of Mount Royal one or several application (s) as listed above.*

_____	_____
Signature	Date