



URBAN PLANNING AND ENVIRONMENT
 MUNICIPALITÉ DE MORIN-HEIGHTS
 567, CHEMIN DU VILLAGE
 MORIN-HEIGHTS (QUÉBEC) J0R 1H0
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APPLICATION FORM FOR A PERMIT

F-Urb-22

SUBDIVISION – FEWER THAN FIVE (5) LOTS

For a cadastral operation involving the creation of five (5) or more lots, or the creation or extension of a roadway, please complete the PIIA application form F-Urb-23 (**approval of site planning and architectural integration plans (PIIA) is required).

APPLICANT'S IDENTIFICATION AND CORRESPONDENCE ADDRESS	
Applicants first and last name	
Postal address	Postal address
City	
☎ Cell N°	☎ Cell N°
✉ Email	
The applicant is the owner* : <input type="checkbox"/> YES <input type="checkbox"/> NO *If no: please complete the AUTHORIZATION section on the back.	
LOCATION SUBJECT TO THE SUBDIVISION APPLICATION	
Project address _____	
Original lot(s) _____	
Proposed lot(s) _____	
Waterfront property adjacent to a lake, watercourse, or wetland: <input type="checkbox"/> YES <input type="checkbox"/> NO	
DESCRIPTION OF THE APPLICATION	
Proposed use	<input type="checkbox"/> Residential <input type="checkbox"/> Vacant <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other
Operation	<input type="checkbox"/> Subdivision <input type="checkbox"/> Consolidation <input type="checkbox"/> Replacement/correction <input type="checkbox"/> Other _____.
Number of lots created _____	
DESCRIPTION OF THE APPLICATION	
_____ _____ _____	
LAND SURVEYOR INFORMATION	
Name of the land surveyor	Telephone N°
Address of the land surveyor	Postal code
Email	

REQUIRED DOCUMENTS The application and all required documents must be submitted as one (1) printed copy to scale and one digital copy (PDF format)

- A cadastral operation plan** prepared and signed by a land surveyor, including, but not limited to, the information required to establish compliance with the Subdivision Regulation. The plan must also illustrate existing and proposed buildings and structures, servitudes (easements), as well as the boundaries of adjacent lots and streets. Where applicable, the plan must identify the areas to be ceded under the park, playground, and natural area dedication requirements.
- A plan** showing the terrain slopes based on contour lines with a maximum contour interval of 2 metres, prepared by a land surveyor. The plan must indicate:
 - a) Slopes of less than 15%, 15% to 19.99%, 20% to 24.99%, 25% to 29.99%, and 30% and greater;
 - b) Embankments with a height of 5 metres or more and a slope of 30% or greater;
 - c) The plateau required under Section D of Chapter XII of the Zoning By-law.
- A plan identifying the limits of the littoral zone, shoreline, wetlands, and flood zones**, prepared and signed by a professional or a biologist, where applicable.
- A report** prepared by a notary or a land surveyor demonstrating that the non-conforming lot benefits from acquired rights or that the property benefits from a subdivision privilege, where applicable.
- Authorization from the Ministry of Transport** for connections and access points onto a road forming part of the higher-level road network.
- A conceptual plan** for an integrated project, including, but not limited to, common and private areas, the layout of buildings and structures, parking and circulation areas, common areas, and natural spaces, where applicable.
- A conceptual plan** for an experiential accommodation project, vacation centre, or camping establishment, including, but not limited to, the layout of buildings and structures, parking and circulation areas, common areas, and natural spaces, where applicable.

UNIT COST OF THE PERMIT

Cadastral Operation (fewer than 5 lots)	Fixed fee : 300 \$ Plus 100 \$ per lot created
Cadastral Operation (5 lots or more)	Fixed fee : 1 000 \$ Plus 100 \$ per lot created

IMPORTANT

The inspector assigned to the file reserves the right to require any additional documents, estimates, reports, or plans necessary to ensure the compliance of the application.

APPLICANTS SIGNATURE

The undersigned declares that the information provided above is accurate and complete and undertakes to submit all documents required for the review of this application. The undersigned also declares having read and understood the applicable municipal procedures and regulations currently in force.

Finally, the undersigned understands that this form does not, at any time, constitute approval of the subdivision application.

Applicant's signature	Date (DD/MM/YYYY)
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OWNERS AUTHORIZATION

MANDATORY when the applicant is different from the owner or when the owner is a legal entity (e.g., a company).

Owners phone number : _____

I _____, owner, authorize _____ to
(Owners name in block letters) (Applicants name in block letters)

Submit and sign on my behalf this application for an authorization certificate for my property located at

(Project address or lot number)

Signed on: _____ Signature : _____
(Date) (Owners signature)