



URBAN PLANNING AND ENVIRONMENT
 MUNICIPALITÉ DE MORIN-HEIGHTS
 567, CHEMIN DU VILLAGE
 MORIN-HEIGHTS (QUÉBEC) J0R 1H0
 PHONE : 450 226-3232, POSTE 115
 EMAIL : service.urbanisme@morinheights.com

APPLICATION FORM

F-Urb-25

SPAIP – ELEVATION SECTORS

WORK SITE LOCATION	
Address and/or street name	Lot N°
Current use : <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Mixed <input type="checkbox"/> Other : _____	
Waterfront property adjacent to a lake, watercourse or wetland: <input type="checkbox"/> YES <input type="checkbox"/> NO	
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.	
DESCRIPTION OF THE WORK	
Type(s) of Work	<input type="checkbox"/> Construction or reconstruction of a main building <input type="checkbox"/> Vertical expansion of a main building by the addition of one or more storeys
Specifications and Description of the work	Exterior cladding (walls) : _____ Wall colour: _____ Roof covering : _____ Roof colour: _____ Number of exterior light fixtures: _____ Exterior lighting colour : <input type="checkbox"/> Warm white <input type="checkbox"/> Amber <input type="checkbox"/> Blue Exterior lighting projection : <input type="checkbox"/> Downward <input type="checkbox"/> Upward <input type="checkbox"/> Other Lighting activated by motion detector: <input type="checkbox"/> Yes <input type="checkbox"/> No Proposed building height: _____ Approximate height of trees: _____ Type(s) of required ground work : <input type="checkbox"/> Blasting <input type="checkbox"/> Fill <input type="checkbox"/> Excavation
WORK EXECUTANT	
<input type="checkbox"/> Contractor (if checked fill in the section below)	<input type="checkbox"/> Self-construction
Company name	Company phone N°
Company address	
RBQ licence N°	

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

- Recent photographs**, taken within the last three (3) months, of the existing buildings and structures on the site and those located on surrounding properties in order to provide an overall view of the area. In the absence of buildings or structures, the photographs must illustrate the site’s natural environment;
- A scaled illustration of the proposed work (3D)**, using one or more visual perspectives (at a minimum, from the street);
- Plans of the proposed construction including**, but not limited to, dimensions (height, width, and depth), area, floor area, materials, and projections. The plans must be signed and sealed by a professional who is a member in good standing of a recognized professional order.
- Architectural details and colour elevations** of the construction (all façades);
- Les détails des Détails of exterior cladding materials and colours**, including samples;
- ; A proposed site plan prepared and signed by a land surveyor**, illustrating property boundaries, existing and proposed buildings, and parking areas. The plan must indicate the applicable siting standards (setbacks, distances, areas), servitudes, and any other element impacting the assessment of compliance (e.g., tree locations, percentage of natural areas, etc.);
- A plan illustrating the natural areas to be preserved and their surface area**, the trees to be cut, and the areas to be cleared;
- A written justification** intended to demonstrate how the proposed work meets the applicable objectives and criteria;

EVALUATION CRITERIA

The following context-dependent criteria shall be used to determine whether the objectives have been met:

1. The volume and height of the building must not overpower the site; they are to be subordinate to the existing and anticipated vegetation.
2. The project must consider maintaining a thick plant cover on the site,;
3. The project must place buildings in a way that allows them to be naturally hidden by the existing vegetation.
4. The project must set buildings back from the street so as to maintain a green cover in the front yards.
5. The total height of a building must agree with the surrounding landscape features. For example, a roof with a very steep pitch or a building that is the maximum height allowed under the By-Law Regarding Zoning is preferable on a site with tall trees.
6. The project must aim to preserve the natural topography by avoiding blasting and keeping cutting and backfilling to a minimum.
7. The choice of colours for the walls and roof must harmonize with the surrounding natural features in all seasons,;
8. The proposed lighting must be limited to that required for security purposes. For example, the use of a warm light versus a white or blue light is favored and the use of a detection device versus a device that is permanently on is favored.

COST OF THE APPLICATION

SPAIP – Elevation sector	300 \$
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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.

APPLICANT’S SIGNATURE

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

Finally, the undersigned understands that this form does not constitute, at any time, the approval of the SPAIP 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) (Signature of the owner)

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