

Application for Certificate of Authorization Car Shelter



1. Building under consideration

Address (civic number, street, office/apt.)		Lot number	
City	Province	Postal code	

2. Information about the owner or representative

Family name (please print)		First name (please print)	
Address (civic number, street, office/apt.)			
City	Province	Postal code	
Telephone number	Other telephone number	Ext.	Email

3. Information about the contractor performing the work

Name of company		RBQ licence	
Family name (please print)		First name (please print)	
Address (civic number, street, office/apt.)			
City	Province	Postal code	
Telephone number	Other telephone number	Ext.	Email

4. Information about the work

Cost of work	Date planned for the start of the work:	Date planned for the end of the work:
Work required following a disaster <input type="checkbox"/> Yes, specify:	Cutting of tree(s) required <input type="checkbox"/> Yes <input type="checkbox"/> No	
Description/details:		

5. Additional information

DEMOLITION	<input type="checkbox"/> Main building	<input type="checkbox"/> Ancillary structure	<input type="checkbox"/> N/A	<input type="checkbox"/> Complete demolition	<input type="checkbox"/> Partial demolition
Demolition work performed following: <input type="checkbox"/> Fire <input type="checkbox"/> Flood <input type="checkbox"/> Other:					
Building subject to by-law concerning the demolition of heritage buildings (L-12507): <input type="checkbox"/> Yes <input type="checkbox"/> No					
Please identify all other applications for permits/certificates related to this demolition: <input type="checkbox"/> New construction <input type="checkbox"/> Renovations <input type="checkbox"/> Other:					
Date planned for the start of the work:			Date planned for the end of the work:		

RELOCATION	<input type="checkbox"/> Main building	<input type="checkbox"/> Ancillary structure	<input type="checkbox"/> N/A
Please identify all other applications for permits/certificates related to this demolition: <input type="checkbox"/> New construction <input type="checkbox"/> Renovations <input type="checkbox"/> Other:			
Date planned for the start of the work:		Date planned for the end of the work:	
Reason for relocation:			

6. List of required documents ⁽¹⁾

- ☐ Application form for a certificate of authorization for the installation of a car shelter

The above "List of required documents" is provided for information purposes only. The City of Dorval reserves the right to require any other document needed to determine if this application is compliant with all applicable by-laws.

IMPORTANT NOTICE

- ➔ A car shelter is allowed from November 1 to April 15 of the following year.
- ➔ The shelter must serve a one, two or three family building.
- ➔ The shelter must be installed in a driveway.
- ➔ The shelter must be no less than 3m from the edge of the street asphalt in the case of a sidewalk or curb. However, in the case of a curb, this distance may be reduced to 1.50m if the shelter has a transparent plastic sheet on the sides closest to the street.
- ➔ In case of a street with an open ditch, the shelter must be no less than 1.50m from the edge of the ditch closest to property.
- ➔ The car shelter must be no less than 0.61m from the side property line, except when an agreement signed by the owner of an adjacent property specifies that this distance may be less.
- ➔ A shelter must not exceed the ceiling height of the first floor of the main building on a lot.
- ➔ All components of the car shelter frame must be made of tubular steel and must be strong enough to hold up in bad weather. It must be covered with flame-resistance transparent plastic that is also strong and resistant enough to withstand bad weather. Plastic covering must be stain and perforation free and maintained in good condition.
- ➔ The door of the shelter must be attached at all times.
- ➔ One shelter only is authorized per lot.

7. Submitting your form

Applying for a permit or certificate

- 1- **Save** this permit/certificate application form on your computer.
- 2- Complete it and **save it again**.
- 3- Save all other required documents separately (listed on this form).
- 4- Send your application by email to permis@ville.dorval.qc.ca (enter your address in the subject line).

Note that your application will be refused if it is incomplete.

If you do not have a computer, you can submit your application using our self-serve station (located on the ground floor at City Hall, 60 Martin Avenue) or in person or by mail.

After your application is submitted

Once all required information and technical documents have been received, are in compliance, contain no errors, and the fee has been paid, the competent authority will have 30 working days to issue (or, where applicable, refuse to issue) a permit or certificate of authorization.

You may then install your car shelter.

8. Payment of application fee

Accepted methods of payment

- ➔ Cheque to the order of "City of Dorval"
- ➔ Cash payment
- ➔ Credit card (Visa or MasterCard)
- ➔ Debit card

Payment may be made by telephone, in person or by postal mail.

For the application fee, see the form titled "Fees – Permits and Certificates".

9. Signature

Signature of applicant	Date
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Note: Submitting this form in no way constitutes authorization to install your car shelter.