No building in the City of Westmount shall be demolished until a permit has been issued pursuant to a decision of the Demolition Committee. It is good practice to rule on demolition before approving the replacement project.

Submission of the demolition application and payment of applicable fees

Preliminary analysis of the application

Publication of the public notice and invitation to comment

Transmission of the file to the Planning Advisory Committee for recommendation

Public meeting of the Demolition Committee

Approval period (90 days) by the ministère de la Culture et des Communications for buildings constructed before 1940 (provision of Bill 69)

Posting of the Demolition Committee’s decision before the permit is issued

Finalization of the application before issuance of the permit

Issuance of the permit

Additional documents may be requested

Reception of comments: 10 days

Decision of the demolition committee

Conditional decision if the replacement program requires a separate permit. If so, the permit is issued before or at the same time as the demolition permit.

• Reception and verification of the required information
  • Payment of the permit
  • Deposit for possible damage to public property, if applicable
  • Financial guarantee, if applicable

This document presents a simplified version of the regulations. In the event of any inconsistency between this document and the regulations in force, the latter will prevail.
CONSTITUTES A DEMOLITION IN WESTMOUNT:

- Category I*: Alteration of any opening
- Category I:
  - Demolition of 10% of the front façade
  - Demolition of 50% or more of the exterior walls and roof
- Category II and III:
  - Demolition of 50% or more of the exterior walls and roof

THE APPLICATION MUST BE ACCOMPANIED BY THE FOLLOWING DOCUMENTS:

- a letter from the building owner authorizing the permit application, if the request is made by a third party;
- the technical details required for an understanding of the demolition work;
- where a portion of the existing building will be retained, an elevation of each of the facades and a roof plan indicating the areas to be demolished. The calculation of the percentage to be demolished is based on the addition of the areas to be demolished for each of the facades and the roof;
- the anticipated duration of the work and the anticipated date of occupation of the new building, if applicable;
- a photograph of each side of the building and the adjoining properties;
- the commitment of the applicant to return the lot to suitable condition within 30 days following the end of the demolition;
- if the foundation is not to be demolished, the safety measures to prevent anyone from having access to it;
- a copy of an up-to-date certificate of location showing the conditions of the property;
- A complete set of preliminary architectural drawings showing existing conditions and the proposed replacement program dimensioned and to scale, including:
  - a site plan
  - a plan of each affected floor
  - a roof plan
  - an elevation of each of the proposed facades
  - longitudinal and transverse sections, indicating the ground levels
- a document attesting to the age, history, evolution and an architectural evaluation of the building.

All applications for demolition are evaluated according to a number of criteria. Therefore, it is strongly recommended that the application also be supported by the following information:

- a professional report attesting to the structural and architectural condition of the building to be demolished;
- document / information attesting to the deterioration of the architectural appearance or aesthetic character of the neighborhood;
- calculation details to establish the cost of the restoration of the building to be demolished.

IMPORTANT

Should a preliminary replacement program be subject to the By-law on Site Planning and Architectural Integration Programmes (S.P.A.I.P.) or the By-law Concerning Specific Construction, Alteration or Occupancy Proposals for an Immovable (S.C.A.O.P.I.), such demolition will be conditional on the approvals required as part of these respective procedures and no demolition permit will be issued until these conditions are fully met to the City's satisfaction. The same applies if the preliminary replacement program is submitted to the committee after a decision in favour of demolition.