



Answers to your most frequently asked questions on:



Municipality of Ogden

70 Ogden Road

Ogden, QC J0B 3E3

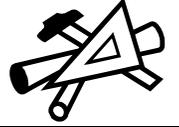
Telephone: (819) 876-7117

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OGDEN THE BUILDING PERMIT



DOCUMENTS & STEPS NECESSARY TO APPLY FOR
A PERMIT TO BUILD OR TO ENLARGE



- A copy of the plans showing your intended construction, to scale, with all the required specifications as well as outline, elevation and cross-section sketches must be prepared. If you are building the house yourself, be aware that the standards of the Quebec Building Code **MUST BE RESPECTED**.
- Subdivision:** Your property is comprised of one or several distinct lots (rather than parts of lots). If this is not the case, a land surveyor must be hired to prepare a request for a subdivision permit (\$50) and have the lot(s) upon which the house will be built cadastered.
- Verify that the lot where the house is to be built is compliant with zoning and subdivision by-laws:**
 - a) The area of the property is compliant with the minimum area required for the zone in which it is located;
 - b) The frontage and average depth of the property is compliant with those required by the regulations;
 - c) The property is fronted by a cadastered road;
 - d) The property is located in a **residential zone**. If located in the **agricultural zone**, the area of the property exceeds 100 hectares. If the property is less than 100 hectares, an existing building confers to the property an acquired right to rebuild. This right must be confirmed by submitting a declaration to the CPTAQ.
- ★ **If the property is located in the «Scenic landscape of superior interest» zone**, the slope upon which the house is to be built must be less than 15%, else a request for a minor derogation must be filed.
- A plan showing the location of the access road, all necessary tree clearing as well as any planned excavation and backfill must be submitted in order to obtain a permit for the access road (free of charge).
- A **layout plan** showing the site, dimensions, form, area and levels of the lot and of the buildings to be constructed, as well as the form, location and number of parking spaces. The plan must clearly show the distances from the building to the property lines and to the public or private road, and must comply, at minimum, with the setbacks required by the regulations.
-  An attestation of compliance of the layout, prepared by a land surveyor, in the following cases:
 - a) The property is located in a flood zone as identified in the zoning by-law;
 - b) The building is located near the 15-meter shore protection zone or near the 25-meter setback in the «Scenic landscape of superior interest» zone;
 - c) The location of the building on the lot may lead to errors or non-compliance with applicable standards.
 - d) The building is to be located within 5 metres of any setback.
- To obtain a permit for a septic system (\$75), a percolation test must be prepared by a specialised firm. The following companies often perform this test in our municipality. Please note, however, that this list is not exhaustive, nor should the companies listed be interpreted as recommendations from the Municipality.

| | | |
|--------------------------------------------------|---------------------------------------|---------------------------------------------------------------------------------------|
| a) SMMC/Marco Carrier, technologue professionnel | Tel.: 1-866-999-7662 / (819) 845-3137 |  |
| b) Perco-Design/Steve St-Hilaire | Tel.: (819) 578-5185 / (819) 573-5185 | |
| c) Le Groupe Poly-Tech | Tel.: 1-800-563-2005 / (819) 346-4342 | |
- A company must be selected to have an artesian well dug (cost of permit \$75). The leach field must be located at a minimum of 30 meters from the well and from any other neighbouring well.
- If you are enlarging your home, you must provide proof that the septic system is compliant and will continue to be compliant after the enlargement has been completed. If the value of the project exceeds \$25,000, the Municipality requires that any septic system installed before 1973 be replaced.

IMPORTANT!

The amount paid at the time of permit application enables the study of your request but does not imply the automatic approval of the project. Moreover, the prompt delivery of the permit depends entirely upon the adequacy of the submitted documents. **You must provide all missing data before your project can be analyzed, else your permit will be delayed.**

COST OF THE BUILDING PERMIT

The cost of the permit is set as follows for all building permit applications:

| | |
|--------------------------------------|------------------|
| Principal residence (habitable area) | \$0.20 / sq. ft. |
| Subordinate buildings | \$0.10 / sq. ft |
| Farm buildings | \$0.05 / sq. ft |
| Minimum cost for a building permit | \$50.00 |



The Building Inspector has **60 days** from the date on which your application for a project which is compliant to the above requirements is received, to issue the building permit, if your project is accepted.



Please make an appointment well in advance *in advance* with one of our Building Inspectors, Dominique Gagnon or Paul Carignan, especially during the busy season (April to October).