

## PAC, URBAN PLANNING BYLAWS & THE PERMITS PROCESS

The Planning Advisory Committee (PAC) was only created as a provincial government requirement around 2005, and many urban planning bylaws were only created in the 2010s. For approximately 110 years before PAC, residents enjoyed greater freedom to produce the many fine examples of architecture in the Town.

1a. Bylaws should be reviewed and overhauled, and the permits process simplified making it more user-friendly with greater trust in residents' judgement.

Agree

1b. The review committee of part 1a should consist of some “ordinary” citizens in addition to interested PAC and council members.

Agree

**Comment:** This “review committee” should consist of citizens (property owners) that represent ALL the diverse segments of our community (gender, age, location within the city, etc) to get a complete understanding of the community’s needs.

2. Reduce the number of projects that require permits.

Agree

3. Establish a well-defined appeals/review process occurring *before* any PAC decision is formally accepted at a council meeting at which time it becomes a legal obligation.

Agree

4. Create an online table of common household projects indicating whether they require permits and/or approval.

Agree

**Comment:**

<https://montreal-ouest.ca/en/resident-services/urban-planning/permits-authorizations/>

5a. When PAC is deliberating on a project, if a consensus is not possible, a majority vote should be taken.

Agree

5b. PAC should abandon the time-consuming process of achieving consensus and adopt much simpler majority decision-making.

Agree

6. PAC membership should be open to “ordinary” residents other than those who are architects, urban planners, or in construction – which is the current composition.

Agree

Comment: This is already the case as not all current PAC members are architects, urban planners or in construction.

7. Emergency repairs need to be defined which do not require approval and/or permits.

Agree

8. In a town where so many homes are plagued with water issues, permits should not be required for installation of French drains in *detached* houses.

Undecided

Comment: There needs to be some sort of city involvement for such a large project. A possible idea, a permit, flat rate fee, without approval from the PAC that you can pick up instantly from the city (no delays).

9. Planning department and PAC decisions need to be made as quickly as possible so that residents don't lose their priority with their contractor.

Agree

## TRANSPARENCY

Residents would welcome access to studies, recommendations, and committee memberships as a way of being more connected to Town affairs and promoting civic engagement.

1. Publish the annual Infrastructure Priority List on the Town website.

Agree

2. Publish all studies and reports subject to Access to Information legislation so that residents don't have to make an Access to Information request.

Agree

3. Publish all other studies and reports *not* covered by Access to Information legislation; this would include things such as speed bump studies and Traffic Safety Committee recommendations.

Agree

**4a. Committees and committee membership are established through council resolutions, which are public documents. For awareness and to encourage participation, the Town should publish membership of all committees except PAC on the Town website. Non-official committees such as the CRA and the Horticultural society should be encouraged to publish their memberships.**

Agree

Comment:

1-

This is already public knowledge (published on the town's website). Please see following links for members on the PAC, EAC, Safety and MADA committees.

**PAC:** <https://montreal-ouest.ca/wp-content/uploads/2025/03/2024-07-11-special-minutes.pdf>

**EAC:** <https://montreal-ouest.ca/wp-content/uploads/2025/03/2024-05-27-minutes.pdf>

**Safety:** <https://montreal-ouest.ca/wp-content/uploads/2025/03/2024-04-25-minutes.pdf>

**MADA:** [https://montreal-ouest.ca/wp-content/uploads/2020/12/5979\\_MADA\\_2025-Eng.pdf](https://montreal-ouest.ca/wp-content/uploads/2020/12/5979_MADA_2025-Eng.pdf)

2-

I agree that the names of all board members of other organisations that benefit from and offer services in Montreal West ie MWCRA, libraries, Horticultural society, etc, be published within the proper communication channel within the organisation and the town.

I'm against publishing via social media unless with clear consent from the individual.

**4b. A review should be made whether to make PAC membership public. On the one hand it might make PAC members the target of disgruntled homeowners, on the other hand it would lead to greater accountability. Once the permit process and bylaws are overhauled, this may no longer be a concern.**

**Comment: Names of PAC are already published on the town's website. See link below on page 2.**

<https://montreal-ouest.ca/wp-content/uploads/2025/03/2024-07-11-special-minutes.pdf>

**5. PAC should publish statistics detailing how many projects are accepted outright, how many are accepted with conditions, the number of appeals, and the number of outright refusals.**

Agree

## COMMUNICATION

### A. RESPONSE & FEEDBACK FROM COUNCILLORS AND TOWN CIVIL SERVANTS.

1. Town officials/staff should be encouraged to reply to residents within 5-7 working days.

Agree

2. Council, including the mayor, should reply to residents within 3-5 working days.

Agree

### B. INFORMAL SURVEYS

It's time to start making use of social media for non-binding surveys of resident opinions.

3. The Town should experiment with using informal online surveys to gauge public opinion and promote engagement.

Undecided

Comment: Not everyone uses social media or the same social media platform. Informal surveys can be done through many other channels: ie good old paper version, email surveys (google forms or other), using the town's website, etc.

Everyone should have the same fair chance to access and answer any Town survey. This will increase participation by all segments of the community. That being said, it doesn't stop the town to inform/promote the survey via various social media platforms.

### C. PERIODIC OPEN FORUMS

Create opportunities for discussing important issues beyond what is currently possible during council meeting question periods.

4. Hold public meetings, perhaps 3 a year, to encourage discussion, debate and feedback.

Agree