



Development Services

13211 Henry Ave. Box 159, Summerland, BC V0H 1Z0
 Phone: 250 494-1373 Fax: 250 494-1415
 www.summerland.ca

REQUEST FOR DEMOLITION

PROJECT	Building Address (including Unit #)	Type of Building to be Demolished	
	Legal Address		
	Construction Value of Project		Roll #

APPLICANT	Contact Name	Company Name (if applicable)		
	Address	Province	Postal Code	
	Phone Number	Email Address (optional)	Preferred Method of Correspondence MAIL or EMAIL	

OWNER	Contact Name	Company Name (if applicable)		
	Address	Province	Postal Code	
	Phone Number	Email Address (optional)	Preferred Method of Correspondence MAIL or EMAIL	

CONTRACTOR	[Redacted]			
	Address	Province	Postal Code	
	Phone Number	Email Address (optional)	Preferred Method of Correspondence MAIL or EMAIL	

Applicant Checklist	Submitted	For Civic Office use Only
PROJECT ADDRESS:		
SITE PLAN 2 Copies	<input type="checkbox"/>	<input type="checkbox"/>
UTILITIES APPROVAL – Copy of Water and Wastewater Service Disconnection request	<input type="checkbox"/>	<input type="checkbox"/>
ASBESTOS ASSESSMENT AND ABATMENT PLAN / CLEARANCE LETTER	<input type="checkbox"/>	<input type="checkbox"/>

The Contractor or Owner is responsible for the following:

- 1) Prior to the actual demolition, the owner or contractor must make application to have all other services (gas, electrical, telephone) disconnected to the street and/or lanes.
- 2) The use of abutting streets or lanes requires the approval of the Works & Utilities Department.
- 3) All concrete slabs, footings and foundations shall be removed to a minimum of 12 inches below final grade. Excavations shall be filled in if new construction does not proceed immediately. Approved fencing and walkways are required around the demolition site.
- 4) The demolition work shall be executed in a diligent manner to ensure that damage does not occur to adjacent buildings, trees or property. Upon completion, the site shall be left clean, neat and properly graded.
- 5) Any damage to District Streets, sidewalks, curbs or any other District property caused during the demolition shall be repaired by the owner or contractor or will be repaired by the District of Summerland; with the costs of such repair being payable by the owner or contractor.
- 6) Any unauthorized excavations, removal, relocation, pruning, or damage in part or whole of existing District trees adjacent to the work site is not permitted and may result in a fine or penalty.

If demolition material is to be hauled to the Summerland Sanitary Landfill site, conditions must be adhered to as follows:

1. All concrete/asphalt materials must be separated and placed in the designated locations at the landfill.
2. Materials must be source separated whenever possible. If not, increased tipping fees may apply.

Proposed Date of Demolition:	Proposed Completion Date of Demolition:
Approved Date:	
Clearance Letter Provided:	
Permit Closed:	
Other:	

Owner's Authorization for Demolition

This form provides authorization to _____
(Applicant's Name)

of _____
(Company Name)

to demolish the building(s) noted on the attached site plan and located at:

Civic Address: _____

Legal Description: Lot: _____

Block _____

Plan _____

Owner Name:

(Please Print)

Signature of Owner Date

Application Received By Date Received

Steps to Obtain a Building Permit Request for Demolition:

1. Complete application and submit site plan:

The owner or owner's agent must complete this application form, including authorization of owner and submit a site plan (2 copies) showing all buildings on the site and indicating which building(s) on the site are to be demolished. The site plan must also show all trees located on the boulevard adjacent to this property.

2. Water and wastewater disconnect:

The applicant must take this application form to the Utilities Department to arrange for the disconnection of all water and wastewater lines. A refundable deposit may be required. A copy of the Utilities Water and Wastewater Service Disconnection Permit shall be returned to Development Services.

3. Declaration of Intent and Asbestos Removal Notification Form:

The applicant must obtain a Clearance Letter and if required and Asbestos Abatement Report, which is to be filed with WorkSAFE BC, and return to Development Services with this application.

4. Return the following to the Development Services:

The applicant must return the completed application form, with a copy of the Utilities Water and Wastewater Service disconnection Permit, and a copy of the completed Clearance Letter and if required and Asbestos Abatement Report.

Application Circulation and Approval:

The District of Summerland will circulate the Demolition Permit to all departments for final approval.