

## Demolition Permit Requirements

Permit requirements for Demolition of buildings, or structures

### Purpose

The following information is provided to outline the recent amendments to the Building Bylaw regarding regulations for permits for the demolition of or part of buildings or structures. It will also outline existing requirements for making a demolition permit.

These amendments coincide with the adoption of the Good Neighbour Bylaw as it pertains to the registration of Vacant Buildings.

### Background

Demolition permits are required for buildings greater than 10m<sup>2</sup> (108 ft<sup>2</sup>) for the complete, or partial removal of a building.

Portions of a building such as a slab or foundation can be permitted to remain but may require the review of a structural Engineer or require other safety precautions such as security fencing.

A demolition permit must be issued prior to any works commencing.



### References

[Building Bylaw](#)

[Good Neighbour Bylaw](#)

### Application Requirements

Please refer to the [Demolition Permit](#) application package for required submittal information.

Please note that a Pre-Demolition Hazardous Materials Assessment Survey is required for pre-1992 built structures, and a Clearance Report of remediated items are required at time of application. An exception to this would be a "Delayed Demolition" permit (see page 2).

Larger buildings may require confirmation of a site profile, emergency responder site plan, trucking routes and sediment control plans.

### Time Limits for Demolition Permits

Unless specifically requested at time of application, such as "Delayed Demolition" permits, all works are to be completed within 3 months of permit issuance. This would include a final inspection and the site being left free of waste, dirt stock piles and debris upon completion of the project.

## Disconnection of Services

Unless a delayed utility disconnect is arranged (aka Pre-Utility Disconnection Agreement), prior to demolition (see below). It is the responsibility of the following to arrange disconnection:

- The Utility Customer/Account Holder must apply to finalize their utility billing account.
- The Property Owner must apply for “disconnection/service removal” of the Electrical and Water Services or have arrangements made prior to application

Both applications are to be made at the “**Utility**” counter on the Main Floor of City Hall.

Backflow prevention will be required if water service will be retained for demolition work or **future use**.

## Delayed Disconnection

Typically, a permit application is not accepted until a pre-demolition hazardous materials assessment and a clearance report of remediated items are provided. Additionally, a demolition permit will not be released until confirmation of utility disconnection and removal of meters. If you cannot meet these requirements, an alternative process exists called a Delayed Demolition Permit. Please call 250-490-2571 or [buildinginfo@penticton.ca](mailto:buildinginfo@penticton.ca) to inquire.

This request requires the approval of the Building and Permitting Manager, prior to applying, please provide a written request. If approved, an additional security deposit in lieu of utility disconnection (aka Pre-Utility Disconnection Agreement) and Pre-Hazardous Assessment and Clearance Report (if built prior to 1992) submitted.

For current fees and security deposits, please see [Building Fee Schedule](#).

## Site Safety

Under Part 8 of the BC Building Code, it is the responsibility for owners and contractors to ensure the protection of its workers as well as take necessary precautions to ensure the protection of neighbouring properties and the general public. Examples for site safety are:

- Fencing, Boarding or Barricades to be installed if works located within 2.0m (6'-6”) of a public thoroughfare,
- Provisions shall be made at all times for the safe passage of pedestrian and vehicular traffic past the site,
- Control of Waste Material shall not be permitted to fall freely from one storey to another.

## Worker Safety – Hazardous Materials - WorkSafe BC

*Remediated House*



Owners/Agents/Contractors – for any pre-1992 structures, a Pre-Demolition Hazardous Materials Survey (assessment) must be performed in accordance with OHS Regulation 20.112. See “[What demolition contractors need to know](#)” poster.

Click [here](#) for a link to the OHS Regulation Part 20: Construction, Excavation and Demolition.

**A Pre-Demolition Hazardous Materials Assessment Survey is required for pre-1992 built structures and is to be provided prior to application of demolition permit.**

A Notice of Project is only required if the value of the work exceeds \$100,000 or asbestos abatement is required.

## Damage to City Infrastructure and Trees

A preliminary review (complete the [Owner's Acknowledgement Form](#)) is to be completed in advance of demolition works to review the condition of City roads, sidewalks and boulevards.

Please note that trees located within City boulevards are not to be trimmed or removed without approval from the City, see [Protection of City Boulevards and Trees Bulletin](#)



## Work Over/On Sidewalks or Roads

Please note that works on or over City highways or sidewalks will require a road or sidewalk closure permit.

Contact Development Services at 250-490-2501 for more information, see [Construction Road Closure Application](#).

## Site Profile Waiver

The City of Penticton **requires applicants who are not submitting a site profile** under the *Environmental Management Act* to submit a "Site Profile Waiver". Please review the provincial site profile requirements to determine if you must submit a site profile. If you are not required to submit a site profile under the Environmental Management Act, the applicant is to fill out a Site Profile Waiver, acknowledging that you are electing not to submit a site profile at this time.

## Site Profile

Under section 40 of the *Environmental Management Act*, a person who knows or reasonably should know that a site has been used or is used for industrial or commercial purposes or activities must in certain circumstances provide a site profile. For more information on site profiles or the Act, please contact the Ministry of Environment at [sitprofiles@gov.bc.ca](mailto:sitprofiles@gov.bc.ca) or follow this link [Site Profiles](#).

*Have questions? We're here to help. Please contact the Building Department at 250-490-2571 or [buildinginfo@penticton.ca](mailto:buildinginfo@penticton.ca) for more information.*

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