

Demolition of a Building Checklist

DEMOLITION MUST NOT PROCEED PRIOR TO BUILDING PERMIT ISSUANCE BY THE BUILDING SAFETY CODES OFFICER.

A Demolition Building Permit is required to demolish all buildings in accordance with Part 8 of the Alberta Building Code and the Safety Codes Act. The following is a list of service companies that must be contacted prior to the Demolition Building Permit being approved by the Building Safety Code Officer.

A Road Use Agreement may be required by the Town of Peace River prior to the commencement of your project. Road Use Agreements protect our roads by helping the Town monitor heavy vehicle traffic, manage wear & tear on the roads, and plan for future maintenance. Below are examples of when a Road Use Agreement would be required.

- If you are exceeding five (5) trips to the same destination or project in a 24-hour period, or more than 12 trips over three or more days to the same project.
- Four (4) or more vehicles moving into the same site with a Gross Vehicle Weight (GVW) in excess of 11,794kg per unit.
- Project traffic like gravel trucks and infilling hauls of clay, topsoil, or marginal soil.
- Other road uses that may cause damage to the roads, which is determined by the Town of Peace River.

Road use agreements may be required in other circumstances, at the discretion of the Town. Applications must be submitted at least 10 business days prior to the start date of the planned activity.

PRIOR to your application for a demolition building permit, you must first obtain the signatures of the respective person(s) responsible for the disconnection of their respective services and return the Notice of Demolition Form to the Town office.

Service Company	Contact Number
ATCO Gas	(780) 624-4603
ATCO Electric	(780) 624-6720
TELUS	Line in service – call 310-2255 No service – call 611
Eastlink	1-888-345-1111 (residential) 1-877-813-1727 (business)
Town of Peace River	
Water Services	(780) 624-2574
Billing Department	(780) 624-2574
Public Works	(780) 624-3085
Bylaw Enforcement	(780) 624-2574 or bylaw@peaceriver.ca
Fire Department	(780) 624-2993 or tharris@peaceriver.ca

Removing a meter or shutting off the service at the lane does not mean that the services have been disconnected properly. WATER & SEWER SERVICES MUST BE DISCONNECTED AT THE MAIN. During demolition, the water service line could be snagged and pulled from the water main, causing a leak. This would result in disruption to service for other consumers and fire protection. Allow a minimum of one week's notice prior to demolition. Please contact the Public Works Department for more details.

Commencement of operations before the building permit is approved will result in a stop work order being issued and a fine equal to the permit fee being levied, without exception.

During the demolition of the structure the following requirements must be adhered to:

1. The site must be fenced & gates must be securely locked when work is not being carried out.
2. The site must be free of all debris and be levelled.
3. All debris loads must be tarped and secured during transportation.
4. You must contact the building safety codes officer after completion of the demolition for a final inspection.

In addition to the Owner or Contractor requiring a Demolition Building Permit, all trucks and machinery must be registered with Bylaw Enforcement Services. Bylaw Enforcement Services may require vehicles moving materials/debris to follow specific routes to and from the demolition and disposal sites.

Dumpsters, disposal bins, materials and equipment shall not be placed on sidewalks or streets without approval from the Town of Peace River. If there is a danger of a fire occurring because of demolition, you must inform the Fire Department at the time of signing off. They may request the debris to be watered down during the demolition operation. Underground storage tanks shall be dealt with in accordance with all regulations established by the Petroleum Tank Manufacturer's Association of Alberta (PTMAA).

Additional Information Requirements:

A fire safety plan must also be submitted with the Demolition Notice. A fire safety plan establishes minimum requirements that will provide a reasonable degree of life safety from fire and similar emergencies.

Asbestos:

New regulations regarding asbestos in a building to be demolished required the owner to declare that:

“All asbestos in the building has been removed and disposed of in accordance with regulations made pursuant to the Occupational Health and Safety Act.”

Asbestos siding on a residence is sometimes the case in an older home. Demolition shall not commence until certification is received that all asbestos has been removed from the site.

THE DEMOLITION OF ANY STRUCTURE BY MEANS OF BLASTING IS NOT PERMITTED WITHIN THE TOWN OF PEACE RIVER.

Demolition Notice

RETURN THIS DEMOLITION NOTICE FORM TO THE TOWN OF PEACE RIVER.

Development Permit No. (if applicable) _____ Property Address: _____

Name of Demolition Contractor: _____

	Signature	Date
ATCO Gas		
ATCO Electric		
TELUS Corporation		
Eastlink (formerly Persona)		
Town of Peace River Disconnect/capping services		
Water Services		
Billing Department		
Bylaw Enforcement Services		
Fire Department		

ADDITIONAL INFORMATION REQUIREMENTS

The following information <u>must</u> be included with the submission of this form: <input type="radio"/> A Fire Safety Plan
The following information <u>may be required to be</u> included with the submission of this form: <input type="radio"/> A Signed Road Use Agreement

ASBESTOS DECLARATION AND SIGNATURE

I, hereby certify that I *a) am the registered owner or b) am authorized to act on behalf of the registered owner(s)*, and that the information given on the form is complete and is, to the best of my knowledge, a true statement of the facts relating to this demolition.

	I, _____, declare that all the asbestos in the building to be demolished has been removed in accordance with regulations made pursuant to the Occupational Health and Safety Act.		
	<table style="width: 100%; border: none;"> <tr> <td style="width: 65%; border: none;">Signature: _____</td> <td style="width: 35%; border: none;">Date: _____</td> </tr> </table>	Signature: _____	Date: _____
Signature: _____	Date: _____		

BUILDING PERMIT NUMBER

A Demolition Building Permit is required to demolish a building, in accordance with Part 8 of the Alberta Building Code and the Safety Codes Act once the above information is provided. Submit a Building Permit Application (found on the Town's website) along with the Demolition Notice form.

Building Permit NO: (to be completed by staff)