



**City of Terrace**  
**DEMOLITION PERMIT APPLICATION**

Permit # \_\_\_\_\_ FEE: \$50.00  
Folio: \_\_\_\_\_ FEE: \$30.00 WATER OFF  if applicable (6120 691)

**CIVIC ADDRESS of Property to be demolished:** \_\_\_\_\_

Age of Building: \_\_\_\_\_ Reason for demo (intention): \_\_\_\_\_

Building was/is: residential  commercial  industrial  mixed use  other

Does the building have a water meter: No  Yes

Proposed Demolition Date: \_\_\_\_\_, 202\_\_\_\_\_

Demolition requested by City:  Property Owner

**Name of Registered Property Owner:** \_\_\_\_\_

Mailing address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Name of Contractor:** \_\_\_\_\_

Business Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

*Personal information contained on this form is collected under the Freedom of Information and Protection of Privacy Act, and will be used only for the purpose for which it was collected. If you have any questions about the collection and use of this information, contact the City's Freedom of Information Co-ordinator at (250) 638-4721.*

Obtain from the City any additional permits required for street closures, and notify all regulating bodies, prior to demolition.

Protect as per Building Code Requirements (Part 8 "Safety measures at construction and demolition sites") all public sidewalks, thoroughfares and streets, prior to demolition.

Damages to utilities, adjoining properties and all liabilities during demolition are the responsibilities of the owner (or his duly authorized agent) and the contractor (See Schedule "J" security).

Dispose of all demolished materials at an appropriate facility. Please note that owner is responsible for evaluating the presence of any hazardous materials (such as asbestos) in the building and these must be dealt with properly prior to disposal at Regional District of Kitimat-Stikine Waste Management Facilities.

Ensure compliance with Heritage Bylaw(s) where applicable.

**Please note that Demolition Permits expire within 90 days (ByLaw #1810-2004 – 7.5.8)**

**I have read, understood and agree to abide by the above noted provisions and by the provisions of the Building Regulations Bylaw.** Date: \_\_\_\_\_, 202\_\_\_\_\_

\_\_\_\_\_  
Signature of Owner or Authorized Agent

\_\_\_\_\_  
Print name - Owner or Authorized Agent

**Your signature** is required to confirm disconnections from the appropriate authorities prior to the issuance of a demolition permit.

**1. Arranged disconnection of power:**

Signature: \_\_\_\_\_ BC Hydro  
Contact Name: \_\_\_\_\_  
Date of disconnect: \_\_\_\_\_ 1-877-520-1355

**2. Arranged disconnection of gas lines:**

Signature: \_\_\_\_\_ Pacific Northern Gas Ltd  
Contact Name: \_\_\_\_\_ Fax 250-635-4617  
Date of disconnect: \_\_\_\_\_ 250-641-0411/Denis Jean

**3. Arranged disconnection of telephone:**

Signature: \_\_\_\_\_ Telus  
Contact Name: \_\_\_\_\_ 638-4280 Scott Pearson  
Date of disconnect: \_\_\_\_\_ Fax 635-6743

**4. Arranged disconnection of Cable:**

Signature: \_\_\_\_\_ City West  
Contact Name: \_\_\_\_\_ 2709 Kalum Avenue  
Date of disconnect: \_\_\_\_\_ 635-9712/Fax 635-8214  
1-800-442-8664

**5. Arrange Disposal of Material**

Loads that are smaller than 5 m<sup>3</sup> and do not contain hazardous materials, or materials listed as "Controlled Waste" or "Prohibited Waste" under RDKS Bylaw 671, must be hauled to the Thornhill Transfer Station. Public Hours are Saturday, Sunday and Monday: (May 1-Oct. 31) noon to 5:00 pm; (Nov 1-Apr 30) noon to 7:00 pm. Tipping fees apply.

Loads greater than 5 m<sup>3</sup> must be hauled to Forceman Ridge Waste Management Facility. Haulers must have an account with the Regional District of Kitimat-Stikine for access to this facility, and have an approved Controlled Waste Permit Application.

**6. FOLLOWING SECTION FOR CITY OF TERRACE USE**

Legal Description: \_\_\_\_\_

Folio No: \_\_\_\_\_

Was demo request by City:

Property Owner(s)

**Mapping Applicant or Agent to mark "X" on building being demolished.**

Attached is cc of service card  
and cadastre w/ orthophoto

Initialled: \_\_\_\_\_

**Planning Are there any requirements from Planning?**

No  Yes

Initialled: \_\_\_\_\_

**Water & Sewer**

(doesn't apply to mobile homes in trailer courts)

Initialled: \_\_\_\_\_

Date water shut off \_\_\_\_\_

(If not OFF, application & \$20 fee required)

Sewer line capping completed

Required:  Date \_\_\_\_\_, 202\_\_

**Environmental Health**

If building has water meter, (i.e. commercial properties) is meter reading :

Required prior to its removal No  Yes

Is meter to be returned to City No  Yes  Initialled: \_\_\_\_\_

**Finance**

Are the property taxes current?

No  Yes

Do utilities require adjusting?

No  Yes

Initialled: \_\_\_\_\_

**Building Inspection:**

*Confirms all information required for this demolition is complete.*

Date: \_\_\_\_\_, 202\_\_ Signed: \_\_\_\_\_

Demolition Permit #      Payment Received:      Date Issued:

Circulation of copy of Application & Demolition Permit to:

- Originals for Building Inspection File**
- PW Departmental Services Clerk (for Red Files)
- Finance (for utility/tax adjustments)