

Demolition Permit Checklist Commercial and Multi-Residential

(This form must be completed by the Applicant and attached to the submission)

*Documents marked with an asterisk are required at the time of application.

Included ?	Document/ Action	Notes	Staff Use Only	
			Copies Attached?	OK ?
Y	*Demolition Permit Application Form	Demolition Permit Application Form		
Y	*Authorization Letter	Registered Owner's Letter of Authorization		
Y	*Application Fee	Application Fee		
Y	*Dwelling Unit Information	Supplementary Dwelling Unit Information Form (only applicable for residential and multi-use buildings)		
<input type="checkbox"/>	Erosion and Sediment Control Plan	Provide an Erosion and Sediment Control Plan prepared by a registered professional.		
<input type="checkbox"/>	Traffic Management Plan for Demolition	Provide a Traffic Management Plan Include a copy of the neighbourhood notification letter.		
<input type="checkbox"/>	Site Disclosure Statement	Provide a Site Disclosure Statement .		
<input type="checkbox"/>	Architect's Summary	Summarize the floor areas, type of occupancy and number of residential units being demolished. One per lot.		
<input type="checkbox"/>	Construction Fire Safety Plan	Provide a Construction Fire Safety Plan prepared by a registered professional for the demolition phase.		
<input type="checkbox"/>	*Rodent and Avian Pest Control Plan	Provide a report by a licensed pest control company. Once abatement is completed, provide a follow-up letter.		

Included ?	Document/ Action	Notes	Staff Use Only	
			Copies Attached?	OK ?
<input type="checkbox"/>	Notice of Project	Notice of Project Form from WorkSafeBC.		
<input type="checkbox"/>	Hazardous Materials Survey Report	Provide a Hazardous Materials Survey Report completed by a qualified company. (Applicant will be provided with a Manager’s Approval Permit to remove hazardous materials. See Demolition Permit Handout for information on how to obtain the document.)		
<input type="checkbox"/>	Hazardous Materials Clearance Letter	Provide a Hazardous Materials Clearance Letter completed by a qualified company confirming that the asbestos specified for removal on the Notice of Project form has been properly removed.		
<input type="checkbox"/>	Demolition Waste Checklist	Provide a copy of the Demolition Waste Checklist completed by the licenced demolition contractor. <ul style="list-style-type: none"> Demolition contractor must have a business licence valid in the City of North Vancouver Please note that the materials should be recycled. Metro Vancouver list of active recycling facilities. For more information on recycling, please refer to the Demolition Waste Recycling Plan and Demolition Waste Management Planning document .		
<input type="checkbox"/>	Site Safety Inspection	Book a “Site Safety Inspection” by emailing permitinspections@cnv.org or via the CityServe portal confirm: <ul style="list-style-type: none"> Site safety fence installed – entire site must be secure Noise Control Construction Signage is posted on all street and lane frontages. Buildings secured to prevent vandalism and doors & windows are boarded Site clear of debris Onsite toilet (Porta Potty) Onsite water connection with vacuum breaker and to be protected from the elements after water severance by the City Work Safe BC including COVID-19 requirements to complete Fire extinguisher required on site 		

** Prior to the final inspection for the demolition permit, provide a copy of the weight tickets from recycling facilities indicating the amounts of each material recycled. The facility and materials on the weight tickets should correspond with the Demolition Waste Checklist. **