MUNICIPALITY OF NORTH Cowichan
BUILDING DEPARTMENT

DEMOLITION PERMIT APPLICATION CHECKLIST

7030 Trans-Canada Highway, North Cowichan BC V9L 6A1
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This checklist is intended to provide you with the minimum requirements for a Demolition Permit application for the demolition of a building or structure pursuant to Section 18 of the "Building Bylaw". One application and permit per building or structure.

REQUIRED ITEMS – The following supporting documents must be obtained and submitted for your building permit application to demolish a building to be accepted and approved.

☐ Building Permit Application (Project description box must include the number of bedrooms being demolished)
☐ Agent Authorization Form (Required if property owner is not applying for permit)
☐ Title Search (Must be printed within 30 days of your application date)
☐ Site plan (Provide a site plan of the property which shows the location of the building(s) to be demolished

WorkSafeBC REQUIREMENTS

WorkSafeBC regulations require that a hazardous material assessment be completed prior to the start of demolition of any building or structure constructed prior to 1990. (For further information and requirements, contact WorkSafeBC at 1.888.621.7233 or go to https://www.worksafebc.com/en/law-policy/occupational-health-safety/searchable-ohs-regulation/ohs-regulation/part-20-construction-excavation-and-demolition)

☐ Hazardous materials assessment report (If building constructed prior to 1990
☐ Notice of Project (Asbestos Number)
☐ Hazardous material clearance letter confirming that asbestos has been removed must be provided prior to requesting a final inspection

Building Permit Fees

Your Building Permit fees are due at the time of issuance. Fees are payable by cash, debit, credit (2.1% processing fee) cheque or online payment. **Bonds cannot be paid with credit.**

☐ $150 per residential building or structure as prescribed in "Fees and Charges Bylaw"
☐ $250 per commercial/industrial/multi-family building or structure as prescribed in "Fees and Charges Bylaw"
☐ $5,000 bonding / security as prescribed in the "Building Bylaw"
Released when all work is completed to the satisfaction or the Chief Building Inspector

Note: The building owner is responsible to comply with all applicable bylaws and amendments thereto, of the District of North Cowichan and all other laws now in force or which may hereafter come into force. If you have any questions or require clarification, please contact the Building Department at 250.746.3105.