

11995 Haney Place, Maple Ridge, BC V2X 6A9

Phone: 604-467-7311 Email: PermitApplications@MapleRidge.ca**Site Address:** _____**Legal Description:** Lot: _____ Block: _____

DL: _____ Plan: _____

Property Zoning: _____**Property Owner(s) Name:** _____**Phone Number:** _____ **Email:** _____**Contractor:** _____ **Business Licence Number:** _____**Phone Number:** _____ **Email:** _____**Number of Structures Being Demolished:** _____**Type of Demolition:** Single Detached ResidentialDoes the Home Include a Secondary Suite? Yes No Duplex Multiplex (Three or More Dwellings Within a Building) Detached Garden Suite/Accessory Dwelling Mobile Home Detached Garage Shed Storage Building *Commercial Building *Industrial Building *Institutional Building Other: _____

(*Commercial, Industrial and Institutional sites require a site profile to proceed with permit issuance.)

Active Demolition Requirements:

No active demolition of buildings or structures is to occur until written confirmation is received from the City's Operations Centre and a valid demolition permit is issued

Completion of a Demolition Permit Requirement:

Completion of the demolition will include the removal of all relevant structures, foundations, debris and garbage from the property and filling, leveling and grading of the site to eliminate all potential areas of

Office Use Only:

ponding or pooling of water, plus prevention of drainage to adjacent properties. An approved “Final Inspection” under the Demolition Permit must be achieved to successfully close the permit.

Documents/Information Required at Time of Application:

The following information is required as part of the Demolition Permit Application process:

- Current Land Title Search *(within last 30 days)*
- [Letter of Authorization](#) from homeowner *(applicable only if applicant is not the owner)*
- Corporate Registry/ Company Summary *(applicable only to business owned properties)*
- Site Plan showing all buildings, well, septic, watercourses, and fuel tank locations on the property with distance to property lines and building(s) to be demolished clearly indicated

- Contractor name and valid Maple Ridge Business Licence
- Homeowner Letter of Confirmation *(applicable if a contractor will not be hired for demolition)*
- Hazardous Materials Survey *(applicable to structures built prior to 1990)*
A hazardous materials survey following the guidelines for OHS Regulation 20.112 is to be completed, and any hazardous materials identified are to be safely removed by a qualified abatement contractor. For more information, please contact WorkSafeBC at: (604) 276-3100 or www.WorkSafeBC.com
- Notice of Project Form (NOP) provided by WorkSafeBC
- Erosion and Sediment Control Plan (ESC) *(Required for any structure to be demolished within 50m of a watercourse)*
- Arborist Report *(applicable if there are protected trees (>20cm) within 5 metres of construction, including pavement removal)*

Building Security:

The building(s) must remain secure during demolition and the site must remain secure until all debris is removed. Debris includes but is not limited to structures, foundations, building components, internal contents, glass and metal materials, brush and garbage.

Security of building(s) may be achieved by:

- Temporary 1.8 m (6 ft.) high fencing
- Complete boarding of accessible doors and windows at the end of every workday, or
- 24-hour onsite security

Have the Following Services Been Removed?Gas: Yes NoElectrical: Yes No

For Gas and Electrical services, please contact BC One Call 1-800-474-6886 for disconnects.

Septic: Yes No

Septic: An inspection of septic tank is required once it has been broken up. The void must be filled with gravel.

Water: Yes NoSewer: Yes No

For Water and Sewer services, confirmation of disconnection/removal is required by the City Engineering Department.

Is there a fuel tank on the property? Yes NoIf **Yes**, please contact the Fire Department at 604-463-5880 to obtain a tank removal permit.**Is this identified as a potentially contaminated site?** Yes No

If **Yes**, a site profile is required **at time of permit application to proceed to permit issuance** and before any work can commence on the subject property. For site contaminant definition and details, please visit www2.gov.bc.ca/gov/content/environment/air-land-water/site-remediation/guidance-resources

Archaeology:

Prior to the issuance of a Demolition Permit, staff will confirm whether the site is located within an archaeological boundary. Applicants who wish to obtain this information in advance should contact the BC Archaeology Branch directly: www2.gov.bc.ca/gov/content/industry/natural-resource-use/archaeology

Heritage:

The Planning Department will be in contact if your property is identified as any of the following:

- Heritage Inventory
- Heritage Registry
- Heritage Designation
- Heritage Revitalization Agreement



Demolition Permit Application Requirements for Approval of Building Demolition

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Please note, if your property has a Heritage Designation or is part of the Heritage Revitalization Agreement, then further steps will be required to ensure that the proposed work does not conflict with any bylaws approved by Council.

Personal information collected on this form is in accordance with s. 26(c) of the Freedom of Information and Protection of Privacy Act (RSBC 1996) for permitting purposes. Please be advised that permits are considered public records that are available in various City publications or disclosed through information requests. If you have any questions, you may contact the FOI Office by calling 604-466-4300 ext. or by emailing FOI@MapleRidge.ca.

Applicant Printed Name: _____ Applicant Phone Number: _____

Contact Email Address: _____

Applicant Signature: _____ Date: _____

Please Select One: Owner Owner Representative

Proof of property ownership or signed Letter of Authorization from homeowner is required for Permit application intake.

Please see next page to complete Provincial Housing Data Requirements.

PROVINCIAL HOUSING TARGET ORDER- Data Requirements

Existing Residential Information – Demolition, Alteration, Redevelopment

Will you demolish, redevelop, or alter existing residential units? <input type="radio"/> Yes – Answer C1, C2 and C6. <input type="radio"/> No – Go to C3.					
C1 Do any existing units for demolition include a secondary suite or rental accommodation? <input type="radio"/> Yes – Answer C2 and C6. <input type="radio"/> No – Go to C3.					
C2 Number of residential units being demolished or redeveloped, by type of tenure:	Number of studio units	Number of 1 bdrm. units	Number of 2 bdrm. units	Number of 3 bdrm. units	Number of 4+ bdrm. units
	Owned Units				
	Rental – *Purpose Built Units				
	Rental – **Secondary Suite Units				
	Rental – ***Accessory Dwelling Units				
	Rental – ****Co-op Housing Units				

Proposed Residential Information – New Construction, Addition of Residential Unit(s)

C3 Will you propose new residential units? <input type="radio"/> Yes – Answer C4, C5 & C6. <input type="radio"/> No – No additional information required	C5 Number of proposed residential units by type of tenure:					
	Number of studio units	Number of 1 bdrm units	Number of 2 bdrm units	Number of 3 bdrm units	Number of 4+ bdrm units	
C4 Number of residential units being created: <input type="text"/> <i>*Please note: A secondary suite or detached garden suite (DGS) is identified as a separate residential unit.</i>	Owned Units					
	Rental – *Purpose Built Units					
	Rental – **Secondary Suite Units					
	Rental – ***Accessory Dwelling Units					
	Rental – ****Co-op Housing Units					

Rental Unit Affordability

C6 Proposed residential unit(s) intended for rental accommodation or rental accommodation(s) for demolition:	
1. Number of Market Units proposed or for demolition	Below Market Units are units rented at or below 30% of the local Housing Income Limits (HIL), or similar. These applications will require a housing agreement to be registered as part of the development process. Below Market Rental Units with On-Site Supports are units rented at the Income Assistance Shelter rate providing permanent housing and on-site supports for people to transition out of homelessness.
2a. Number of Below Market Units proposed or for demolition	
2b. Number of Below Market Units with On-Site Support proposed or for demolition	

Provincial Housing Information and Resources:

- Province of BC Housing Definitions:
 - * Purpose Built Unit: A unit in a building that is designed and constructed to be rented long-term. These are typically part of an apartment or rental complex and are professionally managed.
 - ** Secondary Suite Unit: A self-contained rental unit located within a principal residence, such as a basement suite. It must have its own kitchen, bathroom, and entrance.
 - *** Accessory Dwelling Unit: A separate, smaller rental unit located on the same lot as a primary residence, such as a garden suite, laneway home, or coach house.
 - **** Co-op Housing Unit: A unit within a housing co-operative where residents are members who manage the property collectively.
- For more information, please visit: www2.gov.bc.ca/gov/content/housing-tenancy

- We collect and report housing unit counts for the Province of BC. Please refer to: mapleridge.ca/Housing Target Order-Housing Supply Act

Your cooperation supports responsible housing growth in Maple Ridge.