

Demolition Permit

The purpose of this information guide is to inform owners, developers, and contractors of the requirements of a demolition permit.

This information is provided for convenience only and is not a substitute for applicable City Bylaws, governing Building Codes, or laws. The owner of a building is responsible for carrying out the provisions in the governing Building Code for an existing or new building. A building permit granted by the City does not relieve the owner of full responsibility for complying with the governing Building Code. The language in the applicable City Bylaws, governing Building Codes, and laws will take precedence over this information guide. If the date or last revised date of this information guide exceeds three (3) years, the information contained herein may be outdated.

Other information related to this topic

- [Demolition Waste Diversion](#)
- [Construction & Demolition Waste Diversion Bylaw](#)
- [Tree Removal and Replacement](#)

When do I need a demolition permit?

A demolition permit is required to **completely** remove any type of building or structure from a site. For example, if you need to demolish an existing house to build a new house, you will need a demolition permit and a building permit.

If you are demolishing only a portion of a building or a structure, or demolishing interior partitions, you will need to obtain a building permit (not a demolition permit), to alter the building.

Demolition Permit for residential building(s) and constructing of new dwellings

If you are demolishing a residential property such as an existing single family or duplex and constructing a new home, a separate demolition application form is not required.

When you apply for your new building permit in person or on the My Permits Portal, check the “Yes” box for “Demolition Permit Required” on the application.

Further information can be found at the [New Home Construction | City of Burnaby](#) website.

Demolition Permit for multi-family and commercial building(s)

Demolition of existing commercial, industrial or multifamily buildings with more than seven (7) dwelling units, as well as accessory structures will require a separate demolition permit application.

Demolition Permit Application

When applying for a demolition permit you must provide the following at the time of the application:

- Demolition Permit Application Form
 - [Residential Demolition Permit Application](#) – This application is to be used for lots with six (6) or less units, including single family, duplex, multiplex, row houses and/or any residential structures including accessory buildings.
 - [Commercial Demolition Permit Application](#) – This application is to be used for all lots with seven (7) or more units, including townhomes, high-rise or apartment buildings and any other structures located on a commercial site.
- [Schedule “F” Owner’s Undertaking](#) must be signed by all owners on title.
- [Building Agent Authorization Form](#) if the applicant is not the property owner, or if there are multiple owners on title, this form must be signed by all owners on title.
- Two (2) copies of the Tree/Site Plan For more details please read the brochure on [Tree Cutting Permit \(With Development\)](#)
- Fee as per the current [fee schedule](#)

Demolition Waste Diversion permits became effective **October 1st, 2022**, for all multi-family and non-residential buildings and on **March 1st, 2023**, for all demolition of single family and duplex residential dwellings.

An approved Waste Diversion Plan is required prior to the issuance of all demolition permits. At the time of applying for demolition permit you must also provide the following:

- Submit a [Construction and Demolition Waste Diversion Plan Permit](#) Application
- pay a non-refundable Demolition Waste Permit Fee
- pay a refundable Waste Diversion Deposit

For more detail, please refer to the city webpage on [Demolition Waste Diversion](#).

Demolition Permit Process

Your application will be circulated to the following:

- [Engineering Department](#) for a pre-demolition inspection to take inventory of the condition of city property at or near the construction site and to assess the amount of damage

deposit as per the current fee schedule or any other applicable fees. You will be informed by Engineering Department accordingly. You are responsible for the cost to restore any damage to city properties during demolition. For more details, please read the Boulevards brochure.

- Tree Bylaw Department will determine if a tree permit is required for your property. For more details, please refer to the [Tree Removal and Replacement](#) page.
- Climate Action & Energy Division will review the Waste Diversion Plan.

In addition to the above-mentioned documents, as required by provincial statute a site profile may be required for a demolition permit for buildings that are located on land that is or was used for industrial or commercial activity. For further information please contact the Engineering Department at 604-294-7460 or by email at engineering@burnaby.ca

BC One Call

It is the responsibility of the owner and/or contractor to locate and disconnect all services prior to commencement of any demolition or construction activities. Please call BC One Call at 1-800-474-6886 or visit the website [BC One Call](#) and they will provide you further information in relation to any buried services on your lot.

WorkSafeBC

Before applying for a demolition permit, property owners should contact [WorkSafeBC](#) to determine if a hazardous materials assessment needs to be done. For more information, please refer to Section 20.112 and 20.113 of the Occupational Health and Safety Regulations (B.C. Regulation 296/97).

Inspection

The Building Department does not conduct inspection during demolition. Please call 604-294-7130 to arrange a final inspection when demolition, including the removal of foundation, has been completed.

ALL existing structures on the property that are required to be demolished must be removed before starting construction of any new building. This includes all concrete foundations and walls, as well as swimming pools.

If you are constructing a new building after demolition, we will do the final demolition inspection at the same time of the form inspection for the new building. If existing structures have not been

removed, the form inspection will be rejected, and a stop work order will be issued by the Building Inspector.

After Demolition Completion

You may be eligible to apply for a refund of all or a portion of the Waste Demolition Deposit and Engineering Demolition Damage Deposit.

For further information please contact the Engineering Department and the Climate Action and Energy Department.

For More Information

For more information, regarding site profiles please contact the Engineering Department at 604-294-7460 or engineering@burnaby.ca.

For more information regarding Demolition Waste Diversion, please contact the Climate Action & Energy Division at 604-294-7850 or climateactionandenergy@burnaby.ca.

If you have any question about demolition permits, please contact the Building Division at 604-294-7130 or permits@burnaby.ca.