
Demolition - Building Permit Application Checklist

Note: All applications must provide sufficient information to show that the proposed work will conform to the National Building Code-Alberta Edition and whether or not it may affect adjacent properties.

Please submit the following:

- Permit Application
 - Signature
 - Mailing Address
 - Contact Number
 - Email Address
 - Payment Method
 - Blue sign/Fire Number, Civic Address, Legal Description and/or Land Location
 - Building Use
 - Detailed Description of Work
- Development Permit *(if required by the Municipality. Check with your local jurisdiction)*
- Site Plan identifying the building(s) proposed to be demolished, property lines, dimensions, adjacent buildings and/or structures, north arrow, etcetera
- Identification of services, confirmation of disconnect and terminations
 - Demolition of large scale/commercial buildings may require additional documentation
- Photos of existing building(s) to be demolished *(if available)*
- Where applicable, confirmation of asbestos and if found how it will be removed *(ie: insulation, asbestos board, flooring etc)*

Noteworthy Items

- ★ When do you need a demolition permit? If a permit would be required to build the structure, a demolition permit is required when demolishing the structure.
- ★ This undertaking of work is covered under the National Building Code-Alberta Edition, the objective is public safety and code compliance. Your permit assists to ensure various items are met to ensure your safety and that of others, is met.
- ★ **As per NBC-AE 2019 Division C 2.2.13.1(6),** *The owner proposing to alter or demolish a building shall notify in writing the authority having jurisdiction that the plans and specifications describing the asbestos management and abatement work have been submitted to Occupational Health and Safety for compliance with the Occupational Health and Safety Act and its Regulations and that the work has been completed.*
- ★ For more information see the Safety Tip Brochures provided by the Safety Codes Council at www.safetycodes.ab.ca/permits-inspections/safety-tips/
- ★ Contact your permitting office for more information or tools to assist you with completing your fire safety plan