

REQUEST FOR DEMOLITION or REMOVAL

For Demolition or Removal of Entire Building

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PROJECT	Building Address (including Unit #)	Type of Building to be Demolished or Moved		
	Construction Value of Project (optional)			BPA # (office use Only)

APPLICANT	Contact Name		Company Name (if applicable)			
	Address		City	Province	Postal Code	
	Phone Number(s) (include Area Code)		Fax Number	Email Address		
	Main	Cell				

OWNER	Contact Name		Company Name (if applicable)			
	Address		City	Province	Postal Code	
	Phone Number(s) (include Area Code)		Fax Number	Email Address		
	Main	Cell				

CONTRACTOR	Contact Name (leave blank if not Known or IF TENDERED CHECK HERE <input type="checkbox"/>)		Company Name (if applicable)			
	Address		City	Province	Postal Code	
	Phone Number(s) (include Area Code)		Fax Number	Email Address		
	Main	Cell				

Owners' Authorization for Demolition or Removal

This form provides authorization to _____
(Applicants Name)

of _____
(Company Name)

to demolish or move the building(s) noted on the attached site plan and located at:

Civic Address: _____	Move to:	Civic Address: _____
Legal Description: _____		Legal Description: _____
Lot _____		Lot _____
Block _____		Block _____
Plan _____		Plan _____

Owner Name: _____
(Please Print)

Signature of Owner _____ Date _____

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Steps to Obtain a Building Permit Request for Demolition or Removal

1) Complete application and submit site plan:

The owner or owner's agent must complete this application form, including authorization of owner and submit a site plan (2 copies) showing all buildings on the site and indicating which buildings(s) on the site are to be demolished or removed.

2) Confirmation of current taxes:

The applicant must take this application form to the Town of Aberdeen and have the Town Administrator confirm that the property taxes are current.

3) Water and sewer disconnect:

The applicant must take this application form to the Public Works Department of the Town of Aberdeen to arrange for the disconnection of all water and sewer lines. Disconnect and reconnection fees will be at the owner's expense.

4) Intent of Disposal:

The applicant must indicate how demolition material will be disposed of.

5) Return the following to the Town of Aberdeen:

The applicant must return the completed application form, with approval of current taxes from the Town of Aberdeen.

6) Application Approval:

Demolition or Removal can proceed once consent has been given by Town Council.

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Applicant Checklist	Submitted	For Civic Office use Only
SITE PLAN • 2 Copies	<input type="checkbox"/>	<input type="checkbox"/>
CONFIRMATION OF TAXES • To be stamped by the Town Administrator		
INFRASTRUCTURE SERVICE APPROVAL		
INTENT OF DISPOSAL		

The Contractor or Owner is responsible for the following:

- 1) Prior to the actual demolition or removal, the owner or contractor must make application to have all other services (gas, electrical, telephone) disconnected to the street and/or lanes.
- 2) All concrete slabs, footings and foundations shall be removed to a minimum of 12 inches below final grade. Excavations shall be filled in if new construction does not proceed immediately. Approved fencing and walkways are required around the demolition site.
- 3) The demolition work shall be executed in a diligent manner to ensure that damage does not occur to adjacent buildings, trees or property. Upon completion, the site shall be left clean, neat and properly graded.
- 4) Any damage to Town Streets, sidewalks, curbs or any other Town property caused during the demolition shall be repaired by the owner or contractor or will be repaired by the Town of Aberdeen; with the costs of such repair being payable to the owner or contractor.
- 5) Any unauthorized excavations, removal, relocation, pruning, or damage in part or whole of existing Town trees adjacent to the work site is not permitted.