



BUILDING PERMIT DEMOLITION REQUEST

THIS IS NOT A PERMIT

Form "B"

Permit Application # _____

PROJECT	Building Address (Including Unit #)	Legal Description		
		Lot _____	Blk/Par _____	Plan _____
	Type of Building to be Demolished:	Projected Date of Demolition:		
Location for the Disposal of Materials from the Demolition:				

APPLICANT	Applicant Name:	Company Name:		
	Mailing Address:	Town/City	Province	Postal Code
	Contact Number(s): Home: _____ Cell: _____	Email Address:		

OWNER	Owner Name or Same as Applicant <input type="checkbox"/> Yes	Company Name:		
	Mailing Address:	Town/City	Province	Postal Code
	Contact Number(s): Home: _____ Cell: _____	Email Address:		

CONTRACTOR	Contractor Name or Same as Applicant <input type="checkbox"/> Yes	Company Name:		
	Mailing Address:	Town/City	Province	Postal Code
	Contact Number(s): Home: _____ Cell: _____	Email Address:		

Owner's Authorization for Demolition:

This form provides authorization to _____ of _____
(Applicant's Name) (Company Name)

to demolish the building (s) noted on the attached site plan and located at the above address.

Owner Name:

(Please Print)

Signature of Owner

Date

Steps to Obtain a Building Permit Demolition Request:

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 showing all buildings on the site and indicating which building(s) on the site are to be demolished. The site plan must also show all trees located on the boulevard adjacent to this property.

NOTE: Demolition of Heritage Properties cannot be approved without prior consent of Town Council.

2. Confirmation of current taxes:

The applicant must confirm that the property taxes are in a current state by contacting the Town Office.

3. Water & Sewer Disconnect:

The applicant must contact the Town Public Works Manager to arrange for the disconnection of all water and sewer lines.

4. Protection of existing town trees:

The applicant must indicate on the site plan any trees located on the boulevard. If any trees need to be removed to accommodate the demolition, written permission must be granted from the Town prior to removal.

The Contractor or Owner is responsible for the following:

1. Prior to the actual demolition, the owner or contractor must make application to have all other services (gas, electrical, phone) disconnected to the street and/or lanes.
2. The use of abutting streets or lanes requires the approval of the Town Public Works Manager.
3. All concrete slabs, footings and foundations shall be removed to a minimum of twelve (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.
4. 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.
5. Any damage to Town streets, sidewalks, curbs or any other Town property caused during the demolition shall be repaired by the owner or will be repaired by the Town, with the costs of such repair being payable by the owner.
6. Any unauthorized excavations, removal, relocation, pruning or damage in part or whole of existing Town trees adjacent to the worksite is not permitted and may result in a fine or penalty in accordance with the Town's Building Bylaw.



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Applicant Checklist	Submitted/Confirmed	For Office Use Only
SITE PLAN - Include existing trees	<input type="checkbox"/>	<input type="checkbox"/>
CONFIRMATION OF TAXES	<input type="checkbox"/>	<input type="checkbox"/>
UTILITIES APPROVAL	<input type="checkbox"/>	<input type="checkbox"/>
FEES & DEPOSIT	<input type="checkbox"/>	<input type="checkbox"/>
		Pemit Fee \$ _____
		Refundable Deposit \$ _____

Town of Rosthern Contact Information:

Town Office

Mailing Address:

PO Box 416

Rosthern, SK S0K 3R0

Phone: (306)232-4826

Email: townoffice@rosthern.com

Website: www.rosthern.com