



A demolition permit is required prior to the demolition of any building or structure in the City of Dawson Creek. To apply for a demolition permit you will need to submit a building permit application. Under the application there is a check box for demolition. For public and worker safety we ask that the building owner do their due diligence and have building materials tested for asbestos prior to demolition. Any questions regarding the process can be directed to Work Safe BC at 250 785 1283. A site profile speaking to previous industrial and commercial uses will also need to be filled out and handed in. You will need to ensure that a BC one call is made and that all overhead and underground services are shut off i.e hydro, gas, water, phone, etc. if the demolition is a commercial or industrial building (single family and duplexes excluded) a fire safety plan must be submitted as well (see attached) A Demolition permit for each commercial or industrial building is \$300. A demolition permit for each residential building is \$75

As per part 8 of BC building code, a 6 a strongly constructed fence, boarding or barricade not less than 1.8 m 6' high shall be erected between the site and the public way or open sides of a construction site. Barricades shall have a reasonably smooth surface facing the public way and shall be without openings, except those required for access. Access openings through barricades shall be equipped with gates that shall be kept closed and locked when the site is unattended and maintained in place until completion of the construction or demolition activity.

The site must be kept clean and any material be disposed of right away.

Water and sewer is to be capped off 1' behind the curb stop and inspected by building inspector or engineering department prior to backfill.

Open excavations need to be backfilled with clean fill to compaction.

Building Permit Application

Property Information

Civic Address		PID
Legal Description		
Property Area (m ²)	Zoning Designation	

Project Information

<input type="checkbox"/>	Single Family Dwelling	<input type="checkbox"/>	Duplex up to 5-plex	<input type="checkbox"/>	Apartment
<input type="checkbox"/>	Shed	<input type="checkbox"/>	Deck	<input type="checkbox"/>	Detached Garage
<input type="checkbox"/>	Tenant Improvements (Commercial/Industrial)	<input type="checkbox"/>	New construction (Commercial/Industrial)	<input type="checkbox"/>	Manufactured Home
<input type="checkbox"/>	Wood Stove	<input type="checkbox"/>	Demolition	<input type="checkbox"/>	SFD Renovation/Addition
Estimated Value			Area of Project (m ²)		
Occupancy Classification			Does this Building Fall Under Part 3 or Part 9 of BC Building Code?		
Occupancy Classifications: Group A: Assembly Group B: Care, Treatment, and Detention Group C: Residential Group D: Office & Personal Services Group E: Mercantile Group F: F-1 High Hazard Industrial F-2 Medium Hazard Industrial F-3 Low Hazard Industrial			Part 3 Buildings Consist of: <ul style="list-style-type: none"> • Group A • Group B • Group F-1 • Buildings exceeding 600m² in building area 		Part 9 Building Consist of: <ul style="list-style-type: none"> • Group C • Group D • Group E • Group F-2 • Group F-3 • Buildings under 600m² in building area

Property Owner Information

Name	Company
Address	City & Province
Email	Postal Code
Phone	Fax

Contractor Information

Name		Company	
Address		City & Province	
Email		Postal Code	
Phone	Fax	Business Licence Number	

Agent / Tenant Information	
Is an agent submitting the application on behalf of the property owner? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, the Owner Authorization form needs to be completed and submitted.	
Will there be commercial tenants? <input type="checkbox"/> Yes <input type="checkbox"/> No	Tenant Company Name
Contact Person	Business Licence Number
Address	City & Province
Email	Postal Code
Phone	Fax

- I acknowledge that if I am granted a building permit pursuant to this application that I am responsible for compliance with the current edition of the British Columbia Building Code, this bylaw and any other applicable enactment, code, regulation or standard relating to the work in respect of which the permit is issued, whether or not the said work is undertaken by me or by those whom I may retain or employ to provide design and/or construction services.
- I acknowledge that neither the issuance of a permit under this bylaw, the acceptance nor review of plans, specifications, drawings or supporting documents, nor inspections made by or on behalf of the City constitute a representation, warranty, assurance or statement that the current edition of the British Columbia Building Code, the City of Dawson Creek's Building Bylaw, Subdivision and Development Servicing Bylaw, and Sign Bylaw or any other applicable enactment, code, regulation or standard has been complied with.
- Where the City requires that Letters of Assurance be provided by a Registered Professional pursuant to Section 11 of the City of Dawson Creek Building Bylaw and Section 55 of the Community Charter I confirm that I have been advised in writing by the City that it relied exclusively on the Letter of Assurance of "Professional Design and Commitment for Field Review" prepared by in reviewing the plans, drawings, specifications and supporting documents submitted with this application for a building permit.
- I confirm that I have relied only on the said Registered Professional for the adequacy of plans, drawings, specifications and supporting documents submitted with this application.
- I understand that I should seek independent legal advice in respect of the responsibilities I am assuming upon the granting of a building permit by the City pursuant to this application and in respect of the execution of this acknowledgement.

I hereby agree to indemnify and keep harmless the City of Dawson Creek against all claims, liabilities, judgements, costs and expenses which may, in any way, occur against the said City in consequence of and incidental to, the granting of this permit, if issued. I further agree to conform to all requirements of the Building Bylaw and all other statutes and bylaws in force in the City of Dawson Creek.

Name (Please Print)

Signature

Date

Arrange for inspections by phone or email

Phone: 250-784-3618

Email: buildinginspection@dawsoncreek.ca

**HAVE YOU CONTACTED
THE UTILITY COMPANIES
BEFORE BEGINNING
CONSTRUCTION?**

TELUS

PGEngineering@telus.com

Additional information at www.telus.com/bics

Building Industry Consulting Services (BICS)

250.565.3138

BC HYDRO

1.877.520.1355

escwr@bchydro.com

PNG

1.800.667.2297

BC ONE CALL

1.800.474.6886

Dawson Creek Fire Department

10101-12A Street

Dawson Creek, BC V1G 3V7

Fax # (250) 784-3638

Phone # (250) 782-9898



FIRE SAFETY PLAN FOR CONSTRUCTION, DEMOLITION AND RENOVATION

The British Columbia Building Code 2012, Division B, Section 8.1 makes reference to the British Columbia Fire Code (BCFC) 2012, Division B, Section 5.6 which applies to buildings, parts of buildings, and associated areas undergoing construction or demolition operations, including renovations. This plan shall be submitted to and reviewed by the Dawson Creek Fire Department prior to the commencement of operations.

Project #:	
Project Name:	
Project Address:	
Building Permit #:	
Building Owner:	
Phone Number:	
Email:	
Contractor:	
Contact Person:	
Phone Number:	
Email:	

The owner or owner's authorized agent is responsible for carrying out the provisions of the BCFC, which includes establishing a work site fire safety plan to ensure that:

Fire hazards will be controlled.

Emergency responders will be notified for an emergency.

Emergency responders will not be delayed in carrying out their duties.

Firefighting operations will be managed effectively without delay.

Designated supervisory staff will be appointed and organized to respond to fire emergencies and to alert all site staff.

Instructions including schematic diagrams describing the type, location and operation of building fire emergency systems will be established.

10101-12A Street
Dawson Creek BC V1G 3V7

Business line (250) 782-9898
Fax: (250) 784-3638

Save Lives Prevent Fires

Building facilities, systems, equipment and devices will be properly inspected and maintained.

Please complete the following:

1. Emergency procedures and information needed to plan for an emergency

Designate responsible for Fire Safety:	
Phone Number:	
Alternate:	
Phone Number:	

Is instruction given to site personnel on the procedure to follow when an alarm is sounded?

A Fire Warning system (air horn) shall be provided to alert site personnel of a fire and shall be capable of being heard throughout the building.

Are exit routes clearly visible within the site and on all floors and at least one exit is accessible and usable at all times?

In buildings being demolished, at least one stairway shall be maintained in usable condition at all times.

Is the muster point (meeting place) known by all site personnel?

Is there a list of on-site personnel?

Are there assigned personnel to meet the fire department to give location of fire or injury?

Are there site fire wardens (ensuring various trades are represented)?

Are there personnel directed and trained to confine or control a small fire?

2. Training of site personnel on evacuation procedures

Is site orientation provided?

Are regular site fire safety meetings a part of the regular safety meetings?

3. Assigned site personnel must be responsible to install and maintain fire safety duties

Controlling combustibles on the site and around the buildings.

General site housekeeping.

Removing excess pallets, garbage/waste material and other combustibles on a regular basis.

Maintaining unobstructed access routes for fire department apparatus and to fire hydrants.

Designating and maintaining at least one exit from every floor.

Parking vehicles or delivery trucks shall not obstruct fire department access to the site and adjacent buildings.

Signs shall identify areas where no smoking is permitted.

4. Firefighting services – Hydrants, Siamese Connection, Sprinkler, Access Route:

Are hydrants installed, tested, numbered and activated prior to the start of construction?

Has the new hydrant information been submitted to the City of Dawson Creek?

Are firefighter access routes to the building provided?

Where standpipes are required to be installed, in a building under construction, the system shall be installed progressively, in conformance with the BC Building Code. The standpipe shall not be more than one floor below the highest forms.

Where the building being demolished floor by floor is equipped with a standpipe system, together with the fire department connections and valves shall be maintained in operable condition on all stories below the one being demolished, except for the storey immediately below it.

Are firefighting service (standpipes, hydrants) maintained and accessible?

Do drawings provided to the fire department show location of firefighting systems as they become operational?

Is the site address sign visible from the street?

5. Fire Extinguishers:

Is there sufficient quantity and type on-site? 2-A: 30-B: C on moveable equipment and 4-A: 40-B: C in all other locations.

Have they been serviced in the last year?

Are they provided at or near fuel equipment?

Are they mounted with proper signage at exit locations within the required travel distance (one per floor and within 75 feet)?

6. Hot Works Operations:

Is the area clear of flammable and combustible materials?

Is a fire watch assigned during a hot works operation and for 60 minutes after its completion?

Is there a final inspection of the hot works area 4 hours after completion?

Is the work being performed by trained personnel?

Is the appropriate fire extinguisher present at all times?

Is proper ventilation provided?

Are the hot tar pots on-site complete with fire extinguishers, trained personnel and located away from combustible materials?

7. Flammable and Combustible Storage:

Are flammable and combustible liquids properly stored, handled and used in and around the building? Where _____ marked on site plan?

Are propane cylinders, not connected for use, stored and secured outside the building at all times?

Are non-petroleum based compressed gases properly stored, handled and used in and around the building?

Is the storage separated from combustible material by 3 metres, locked and vented, protected from vehicular traffic and away from site egress routes?

Do the containers have proper signage/placards?

Is there an updated list of dangerous goods (MSDS) as per WHIMIS?

8. Electrical Installations and Petroleum Gasses:

Do the electrical installations, storage and use of petroleum gases comply with the requirements of the Safety Standards Act and pursuant regulation?

9. Security:

What kind of on-site security is provided? (locked gate, guard, etc) _____

Contact information for security: _____

Will the site be accessible 24 hours per day for the fire department?

Do security personnel have knowledge of their role in the site safety plan?

10. Building Diagram:

Site diagram provided to fire department and available on-site to include:

- a. Muster point
- b. Hydrant location(s)
- c. Fire protection location
- d. Exit paths
- e. Service rooms
- f. Plans for each floor area

11. Building Service Shut-Off, Tank Removal and Fire Separations for Demolition Sites:

Gas and fuel lines shall be shut off and capped.

Temporary electrical installations shall be installed in conformance with the BC Safety Standards Act and pursuant regulations.

Removal of any piping, tanks or reservoirs shall meet the requirements of the BC Fire Code.

Where part of a building continues to be occupied, the occupied part shall be separated from the part being demolished or constructed by a fire separation having a fire resistance rating of not less than 1 hour.