

Launch of **advanced permitting** for deconstruction of 1 & 2 family homes

To reduce waste going to landfill or incinerator and help create new green jobs, the City of Vancouver is encouraging deconstruction as an alternative to demolition for 1 & 2 family homes.

WHAT IS DECONSTRUCTION?

Deconstruction is the practice of systematically disassembling a building in order to maximize diversion of building materials. Diversion means reuse, recycling or recovery of sorted demolition waste to avoid disposal at a landfill or incinerator.

Construction and demolition waste makes up roughly 22% of waste disposed in our region. Through deconstruction, building materials can be salvaged and reused or recycled as an alternative to landfilling. There is a market for used building materials and an opportunity to grow new industries focused on selling, recycling, and/or refurbishing materials for reuse.

THE DECONSTRUCTION PERMIT

Applicants can opt in to deconstruction as opposed to standard demolition on a voluntary basis. A permit to demolish by deconstruction will be granted to applicants who commit to diverting at least 75% of building materials, excluding materials which are hazardous or banned from disposal. Applicants will receive their permit to deconstruct roughly two weeks in advance of issuance of the combined development and building permit to construct, and can begin deconstruction and site preparation without having to wait for their (development/building) permits to be issued.

ELIGIBILITY

To qualify for a deconstruction permit, applicants must:

- 1) Commit to diverting at least 75% of all building materials from the project, excluding materials which are hazardous or banned from disposal
- 2) Have an application to construct a new one or two family dwelling in progress

Please see administrative bulletin for full details:

<http://vancouver.ca/commsvcs/BYLAWS/bulletin/D007.pdf>

BENEFITS

- Keep your project on track. Because your permit to demolish by deconstruction will be issued in advance of your building/development permit, you won't lose time getting started on your new project.
- Access preferred rate at the Vancouver Landfill. In addition to reducing your disposal costs through diversion, deconstruction permit holders are eligible to use the new "deconstruction program rate" for project materials that can't be diverted. See details under "How to Apply".
- Green your business. By diverting waste, you may be eligible to earn LEED points and gain a green marketing advantage. You'll also be creating green jobs and helping Vancouver achieve our Greenest City goals.

HOW TO APPLY

In addition to regular permit application submission requirements (see checklist <http://vancouver.ca/commsvcs/development/services/subreq/pdf/demo1&2.pdf>) the following are required in order to apply for a permit to deconstruct:

1. Complete an Outright Development/Building Permit Application Form, selecting "Demolition – Deconstruction" under description of proposed work
<http://vancouver.ca/commsvcs/LICANDINSP/applications/pdf/outright1and2fd.pdf>.
2. Contractors must sign a "Contractor Declaration for Demolition by Deconstruction" letter.

Once a permit to deconstruct has been issued:

3. Begin your deconstruction project, carefully tracking and recording all activities related to the diversion and/or disposal of building materials.
4. Submit a completed Deconstruction Compliance Report with proof of where the materials went (i.e. receipts) to the City for review and approval. Submitting the report immediately following completion of the deconstruction project will ensure there are no delays in receiving your occupancy permit.
5. A "deconstruction program rate" has been established at the Vancouver Landfill on a trial basis and applies to non-hazardous building materials originating from the structure that can't be diverted (up to 25% of total building materials with a 10 tonne limit). Access the reduced rate by calling 604.940.3213 with your permit number and disposal details (material types, expected number of loads and delivery date). At the Landfill, present a copy of your stamped deconstruction permit. Standard conditions of disposal still apply.

RESOURCES

- List of salvage contractors, deconstruction contractors, recycling haulers and depots in Metro Vancouver: <http://www.metrovancouverrecycles.org>
- Metro Vancouver's Demolition, Landclearing and Construction Waste Management Toolkit: <http://www.metrovancouver.org/buildsmart/BuildSmartDocuments/dlctoolkit08v19.pdf>
- List of materials banned and prohibited from disposal in Metro Vancouver: <http://www.metrovancouver.org/services/solidwaste/disposal/Pages/bannedmaterials.aspx>
- Recycling Council of BC's "Recyclepedia" is a searchable database of local recycling facilities: <http://rcbc.bc.ca/recyclepedia>



Contractor Declaration for Demolition by Deconstruction of 1 and 2 Family Dwellings.

The Chief Building Official
City of Vancouver
453 West 12th Avenue
V5Y 1V4

Date (Month/day/year)

RE: Property Address _____

Building Permit Application Number _____

In consideration of the City accepting and processing the above application for a building permit, and as required by the Vancouver Building By-law No. 9419, the following representations, warranties and indemnities are given to the City by the Deconstruction Contractor.

I, _____, _____
(Print full name) (Authorizes Signatory)

Of _____
(Print company name)

Agree as follows:

I have read and understand my obligations as a deconstruction contractor to comply with Part 8 of the Vancouver Building By-law No. 9419 and all requirements related to demolition as required by Work Safe BC,

Developed a construction safety plan as required by Work Safe BC and it will be available for inspection on the site at all times,

I hereby agree to:

Protect the adjacent properties from any damage or unreasonable impact from deconstruction activities,

Ensure that no debris, dust or other material shall be deposited on adjacent neighbour's property, and have water available on the site for wetting down the deconstruction site as required to minimize dust,

Comply with the Noise Control By-law No. 6555 for hours of construction noise on Private Property, and understand that no construction noise (demolition) is permitted on Sundays and holidays,

Backfill immediately any excavation caused by the removal of an existing basement and retaining walls or retain the services of a geotechnical engineer to review temporary shoring requirements when necessary or if directed to do so by City Building Inspector,

Conduct no work until the Hazardous Materials Report Form has been completed and accepted by the Environmental Protection Branch,

BP# _____

Remove all hazardous materials identified on the Hazardous Materials Report Form and in the Hazardous Materials survey prior to deconstruction once the demolition permit has been issued,

Provide, and make available upon request, documentation showing the hazardous materials have been removed and disposed of according to all applicable rules and regulations,

Obtain a Fire Permit for the removal of any known underground storage tanks on the property, and drain and remove prior to deconstruction,

Stop work, contact the Fire Prevention office, and obtain a fire permit if any underground storage tanks are found during deconstruction,

Contact the Environmental Protection Branch If there is suspected soil contamination,

Disconnect the water line inside the property line prior to deconstruction to prevent damage to the main City water line (Contact the Waterworks Branch at 604-323-7800 between 7:30 - 3:30 Monday to Friday for shut-off procedures.),

Install tree protection barriers to comply with COV Engineering Guidelines, have them inspected by the City Building Inspector, maintain the barriers continuously in place before, during and after the deconstruction, unless given permission by the City Building Inspector to remove them,

Ensure all truck operators must operate their vehicles in a safe and courteous manner adhering to City of Vancouver By-laws regulating truck use, including truck route, engine brake noise, weight and load securement (tarping) provisions,

Divert not less than 75% of all project-related building materials, excluding materials which are hazardous or banned from landfill. Divert or Diversion means the reuse, recycling or recovery of sorted demolition waste to avoid disposal at a landfill or incinerator, as defined in Division A article 1.4.12 of the Vancouver Building By-law and referenced in the Administration Bulletin titled "Deconstruction" dated October 4, 2011.

I will notify the adjacent property owners a minimum of 24 hours prior to deconstruction. I will provide them with my contact information including my full name, company name and contact telephone number,

Provide to Work Safe BC in writing or by fax, a notice of project (NOP) at least 24 hours before starting a construction project (demolition) as required by section 20.2 of the Workers Compensation Act.

Link to the Workers Compensation Act:

http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96492_00

http://www.worksafebc.com/insurance/managing_your_account/notice_of_project/default.asp

Notify all applicable utilities such as B.C. Hydro, Fortis BC, Telus, local cable company's well in advance regarding disconnection of services and/or demolition work,

BP# _____

I agree to:

Notify the City of Vancouver Environmental Protection Branch, Building Inspection Branch and Engineering Development Services of the date deconstruction is to start, by calling 311 (604-873-7000 outside city limits) before noon one working day prior to the commencement of demolition. And I will call 311 again to schedule a final site inspection after demolition is complete.

Submit a completed Compliance Report with supporting documentation (i.e. recycling facility receipts, photographs, etc.) detailing actual Diversion rates for all project-related building materials upon completion of deconstruction. If the Diversion target is not met, provide additional written explanation proving that every reasonable effort was made to achieve the target or rationale as to why the project should be excused.

Indemnify and save harmless the City of Vancouver and its employees from all claims, liability, judgments, costs and expenses of every kind which may result from negligence from the failure to comply fully with all by-laws, statutes and regulations relating to any work or undertaking in respect of which this application is made, or from failure to comply with the undertakings given in this Contractor Declaration for Demolition by Deconstruction.

This Contractor Declaration for Deconstruction is executed by the contractor this _____ day of _____, _____.
(Day) (Month) (Year)

Deconstruction Contractor Company Name _____

Authorized Signatory _____

Name _____
(Please print clearly)

Note: Upon issuance of the demolition permit this declaration becomes part of the specifications and conditions of the demolition permit. Failure to comply with the provisions of this declaration may result in a stop work order, additional fees, a request for charges under the applicable bylaws, or a review of your business licence.

Deconstruction Compliance Report

Please submit this form following the completion of project and attach documentation (copies of receipts, weigh scale tags etc.)

Project Type	<input type="checkbox"/> Demolition by deconstruction		
Building Use	<input type="checkbox"/> Residential	<input type="checkbox"/> Other _____	
Building Type	<input type="checkbox"/> Wood frame	<input type="checkbox"/> Concrete	<input type="checkbox"/> Other _____
Project Address _____			
Permit No. _____	Name on permit: _____		
Project Square Footage _____	Project Valuation \$ _____		
Project Start Date (DD/MM/YYYY) ____/____/____	Project Completion Date (DD/MM/YYYY) ____/____/____		
<input type="checkbox"/> Yes, Waste Diversion Form & documentation (i.e., receipts & weigh tags) are attached. Note: receipts must show the type & quantity of waste & permit #			
Diversion rate for materials banned or prohibited from disposal : _____ % (100% target)		Diversion rate for all other waste : _____ % (75% target)	

CITY STAFF USE ONLY		
Diversion Targets Achieved	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hazardous Materials Compliance Information Received	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Compliance Form	<input type="checkbox"/> Approved	<input type="checkbox"/> Excused
Reason (if excused):		

_____ Signature of Permit Holder	_____ Date	_____ Signature of Compliance Report Reviewer	_____ Date
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COMPLETE AND RETURN WITH RECEIPTS WITHIN 90 DAYS OF PROJECT COMPLETION
 Mail: Environmental Protection Branch, City of Vancouver #301 - 456 W Broadway, Vancouver, BC V5Y 1V4
 Fax: 604.873.7963 Email: csg.environmentalprotection@vancouver.ca

Project address: _____

Permit #: _____

Material type		Tonnes generated	Tonnes diverted	Hauler, contractor, or reuse facility (name, location)	Tonnes to landfill
Materials banned or prohibited from disposal	Cardboard				
	Clean soil & fill				
	Drywall / gypsum				
	Green waste				
	Other				
	TOTAL:				
Recycling rate for banned & prohibited materials: Total tonnes diverted _____ ÷ total tonnes generated _____ x 100 = _____ %					

COMPLETE AND RETURN WITH RECEIPTS WITHIN 90 DAYS OF PROJECT COMPLETION

Mail: Environmental Protection Branch, City of Vancouver #301 - 456 W Broadway, Vancouver, BC V5Y 1V4

Fax: 604.873.7963 Email: csg.environmentalprotection@vancouver.ca

All other materials	Asphalt			
	Cement and concrete			
	Glass			
	Metal: scrap metals			
	Metal: cable & wiring			
	Paper			
	Plastic: rigid (no PVC)			
	Roofing: asphalt shingles			
	Wood: clean			
	Wood: roofing			
	Fixtures, windows, doors			
	Other materials (please list)			
	TOTAL:			
Recycling rate for all other materials: Total tonnes diverted _____ ÷ total tonnes generated _____ x 100 = _____%				

COMPLETE AND RETURN WITH RECEIPTS WITHIN 90 DAYS OF PROJECT COMPLETION

Mail: Environmental Protection Branch, City of Vancouver #301 - 456 W Broadway, Vancouver, BC V5Y 1V4

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ESTIMATING WASTE GENERATION

Material type	Quantity	Lbs	Kg
New Construction			
New Structure (with foundation)	1 sq ft	8	3.6
New Structure	1 sq ft	4	1.8
New Deck/Similar (wood)	1 sq ft	2	0.9
Demolition			
Complete Wood-frame Demolition	1 sq ft	40	18.2
Demolition - per linear foot of wall	1 sq ft	20	9.1
Concrete slab	1 lin ft	50	22.7
Asphalt	1 sq ft	50	22.7
Brick/masonry	1 sq ft	50	22.7
Spread footing	1 sq ft	150	68.2
Remodel			
Mixed Debris (interior remodel)	1 sq ft	20	9.1
Remodel	2 sq ft	10	4.5
Carpeting	3 sq ft	0.5	0.2
Ceiling Tiles	4 sq ft	1.1	0.5
Sheetrock/Drywall	1 cu yd	394	179.1
Tile Flooring	1 sq ft	3	1.4

VOLUME TO WEIGHT CONVERSION

Mixed C&D	Quantity	Lbs	Kg
Mixed C&D (structural)	1 cu yd	500	227.3
Mixed inerts (concrete, brick, dirt, asphalt)	1 cu yd	2000	909.1
Separated inerts	1 cu yd	2000	909.1
Wood	1 cu yd	375	170.5
Metals	1 cu yd	906	411.8
Roofing Materials			
Asphalt shingles/Composition	1 cu yd	419	190.5
Asphalt shingles/Composition	1 sq ft	3	1.4
Asphalt Tar Roofing	1 cu yd	2919	1326.8
Wood Shake/Shingle Roofing	1 cu yd	435	197.7
Wood Shake/Shingle Roofing	1 sq ft	2	0.9
Tiles (concrete roofing)	1 cu yd	10	4.5
Tiles (concrete roofing)	1 sq ft	2900	1318.2
Yard Waste			
Green waste (shrubs, turf, etc.)	1 cu yd	500	227.3
Yard trimmings	1 cu yd	108	49.1

source: City of Santa Monica and Foster City Building Inspection Division (CA)

COMPLETE AND RETURN WITH RECEIPTS WITHIN 90 DAYS OF PROJECT COMPLETION

Mail: Environmental Protection Branch, City of Vancouver #301 - 456 W Broadway, Vancouver, BC V5Y 1V4
 Fax: 604.873.7963 Email: csg.environmentalprotection@vancouver.ca

1 & 2 Family Dwellings, 1 Family Dwelling with Secondary Suite and Laneway Houses
(New Construction, Additions or Renovations to Existing Homes)

FOR OFFICE USE ONLY Project Coordinator: _____ Comments: _____ _____	Date: _____ Start: _____ CRT: _____ Application Reviewed by: _____
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COMPLETE AND ACCURATE APPLICATIONS WILL GREATLY REDUCE THE PROCESSING TIME. PLEASE TYPE or PRINT CLEARLY.

THIS APPLICATION CONCERNS: ONE FAMILY DWELLING TWO FAMILY DWELLING SECONDARY SUITE LANEWAY HOUSE

EXISTING PROPERTY ADDRESS(ES) _____ LOT SIZE _____

NEW ADDRESS(ES) REQUESTED: _____ TAX COORDINATE # _____

LEGAL DESCRIPTION: LOT _____ SUBDIVISION _____ BLOCK _____ DISTRICT LOT _____ PLAN _____

PLEASE READ CAREFULLY AND FILL OUT ACCURATELY

Is the owner aware of this application? Yes No

Is there a related development permit? Yes, DP # _____ No

Is there a Board of Variance appeal involved? Yes, Appeal # Z _____ No

Is there a minor amendment to a development permit? Yes, DP # _____ MA# _____ No

Does this site have an existing driveway from a street? Yes No

If yes, are you retaining this driveway for the new development? Yes No

Are you proposing a new driveway from the street? Yes No

Is the lane adjoining this site 15 ft. wide or less? Yes No

Width of lane(s) adjoining your property is / are? _____

Is the lane adjoining this site physically opened for use? Yes No

Is this lot registered in Land Titles? Yes No Is this a new subdivision? Yes No

Applicant's Name: _____ Business Name: _____

Address: _____ City: _____ Postal Code: _____

Telephone: (Bus.) _____ (Home) _____ Business Licence Account # _____

Email address: _____

Applicant is: 01 Owner 05 Tenant 09 Non-Profit Organization (N.P.O.# _____)
 02 Contractor 06 Agent for Owner 10 Civic Department
 03 Certified Professional 07 Agent for Tenant 12 Coordinating Professional
 04 Design Professional 08 Consultant 98 Other _____

Property Owner's Name: _____ Contact Person: _____

Address: _____ City: _____ Postal Code: _____

Telephone: (Bus.) _____ (Home) _____ Business Licence Account # _____

Constructor's / Contractor's Name: _____

Address: _____ City: _____ Postal Code: _____

Telephone: (Bus.) _____ (Home) _____ Business Licence Account # _____

Demolition Contractor's Name / Additional Contact is: _____

Address: _____ City: _____ Postal Code: _____

Telephone: (Bus.) _____ (Home) _____ Business Licence Account # _____

(Note: The Demolition Contractor will be informed that his/her name has been listed on the permit.)

Description of Proposed Work: _____ Invoice #: _____ Est. Cost of Work: _____

Check Applicable:

Demolition - Conventional Alterations - Interior Raise Building Alter Grades Fire Repairs Construct a New
 Demolition - Deconstruction Alterations - Exterior Additions Conversion Swimming Pool Accessory Building
 Construct New Building

Describe in your own words the nature and location of work and any relaxations you are requesting:

Will any of the following trade work be done?

Drain Tile Electrical Plumbing Piping or Fixtures Sprinkler System Gas Lines or Appliances Air Conditioning Unit

Living Accommodation: Is this an existing residential 'rental' building? Yes No

EXISTING: Dwelling Units _____ Housekeeping Units _____ Sleeping Units _____ PROPOSED: Dwelling Units _____

"As owner or owner's agent, I have verified that the information contained within this document and associated applications and plans is correct, and describes a use, a building or a work which complies with all relevant by-laws and statutes. I understand that personal information contained in this form will not be released to the public except as required by law; however, all associated applications and plans will be made publicly available during the development or building application process. I acknowledge that responsibility for by-law compliance rests with the owner and the owner's employees, agents and contractors. I will indemnify and save harmless the City of Vancouver, its officials, employees and agents against all claims, liabilities and expenses of every kind, in respect to anything done or not done pursuant to this application or fact sheet or ensuing permit, including negligence and/or the failure to observe all by-laws, acts or regulations.

THIS _____ DAY OF _____, 20 _____ SIGNATURE OF APPLICANT _____

FOR OFFICE USE ONLY

Assigned Application Number: _____

Estimated Cost of Work as per Marshall Evaluation: \$ _____

Verified by: _____ Date: _____

Patio Slab Elev.: _____ Basement Slab Elev. or 1st Floor Elev.: _____ Garage Elev.: _____ Width: _____

**For Engineering Clearances, Please Visit the Client Service Centre
at 507 W Broadway, 5th Floor.**

The Applicant is responsible for obtaining Engineering clearances before issuance of a combined Development/Building Permit. The following approvals MAY be required.	Engineering Department Review	
	Comments	Engineering Clearances by (initials)
Street Use Permit		
Damage Deposit		
Sewer Connection Fees*		
Water Connection Fees		
Crossing (driveway)		
Street Tree Location/Removal**		
Utility Locations (including outside utility companies)		

* A sewer connection may be required for any of the following work:

- new building
- new foundation
- extensive renovation / additions - please refer to Plumbing By-law No. 5964, Section 8.19 (latest amendments) and refer to the Sewer Department for verification of the sewer connection requirements.

** Driveway relocation or redesign will be pursued in lieu of any tree removal.

Notes:

1. Applicant must be prepared to pay all prescribed fees at time of application, i.e., Building, Development, Temporary Crossing Permits and Sewer Connections.
2. Contractors must have a business licence to do work in the City of Vancouver.
3. When Building Grades are required, submit the building grade drawings with the application (obtained from the Engineering Department).
4. All plan approval is final. Any change to plans or permit is subject to a fee for processing.

FEES

INVOICE NUMBER _____ AMOUNT \$ _____

* Please note that if you are attending the Engineering Department after 4:00 p.m., you may not be able to complete processing until the following working day.

DEVELOPMENT SERVICES - Enquiry Centre

If you have any questions regarding the information requested on this form, please call 604-873-7611 or 604-873-7613.

Project Address:

Drawings Required				Staff Use Only	
Document	Copies Required	Details	Notes	Copies Attached	Accepted
Architectural Site Plan	2		Not required unless more than one principal building exists on the site. Scale 1/16" = 1'0".		
Submission Requirements					
Document	Copies Required	Details	Notes		
Application form	Yes		(including name of Licensed demolition contractor including BL Account Number)		
Landscape Clearance	Yes				
Archaeological Site			(see bottom of page for contact number & address)		
Heritage Status or Historic Area			(contact Heritage Planner - 604-873-7141)		
Hazardous Materials form	Yes		(to be cleared by Environmental Protection)		
Demo Rental Form					
Engineering Department Clearance	Yes		(damage deposit and/or Street Crossing Permit may be required)		
Method of Payment	Yes		(cash, cheque, debit and some credit cards)		
Development Permit	Yes/No		(required for most residential/heritage demolitions)		
Preliminary Subdivision Approval	Yes/No		If demolition is required as a condition of site subdivision		
Demolition Order	Yes/No		If demolition ordered by Chief Building Official or City Council		
Owner's Undertaking Letter	1		Form letter available. All letters/documents must have original signatures. No photocopies or fax copies will be accepted.		
Additional Information					
** NOTE ** Work on/near the property line may require a Street Occupancy (Hoarding) Permit. Contact the Engineering Department at 604-873-7322 or 604-873-7773.					

Demolition of One & Two Family Dwellings cont'd

Project Address:

Drawings Required				Staff Use Only	
Document	Copies Required	Details	Notes	Copies Attached	Accepted
<p>If the property is located in an Archaeological area, the applicant is required to contact: Provincial Archaeological Branch Sustainable Resource Management, PO Box 9816, Station Provincial Government, Victoria, BC V8W 9W3 Call 250-953-3334 or Fax 250-387-4420 email: arcwebfeedback@gov.bc.ca website: http://tca.gov.bc.ca/archaeology/</p>					