Demolition/Removal
Building Permit Application Form*

*used for all residential and commercial buildings

Date: _____

Location of demolition

Street number:	Street name:		Unit number:
Legal description	Lot:	Block:	Plan:

Contact information (Provide as much contact information as possible.)

A licensed demolition contractor is required to demolish a building/structure or a part of a building/structure. A demolition contractor licence is not required to demolish residential accessory structures, including decks, detached garages, carports, storage sheds, gazebos, workshops, etc.

Licensed demolition contractor	Company name:	Licence number:
	Applicant name:	
	Email address:	Phone number:
	The following section must be completed by licensed D-Prime contractors. Provide licensed demolition sub-contractor information below:	
	Type: ☐ D1 ☐ D2	Company name:
	Licence number:	Contact name:
Check one: ☐ Property owner ☐ Building owner ☐ Unit owner ☐ Owner's delegate (required – commercial)	Company name:	Contact name:
	Email address:	Phone number:
	Mailing address:	
Owner (required – residential)	Name:	Mailing address:
	Email address:	Phone number:
Non-licensed contractor (if applicable - residential accessory structures only)	Company name:	Contact name:
	Email address:	Phone number:
	Mailing address:	
Structural Engineer	Company name:	Contact name:
	Email address:	Phone number:
	Mailing address:	

General information

Type of work: ☐ Complete demolition ☐ Partial demolition ☐ Removal of:		
Proposed method of demolition: ☐ By machine ☐ By hand ☐ By implosion		
Proposed dates of demolition	Start:	Finish:
Is there a replacement building permit? ☐ Yes ☐ No **Note:** Once land becomes vacant, it no longer has a civic address. During the new construction process, the civic address may change.		
Declared construction value (e.g. mobilizing equipment, removing debris, leveling property, etc.) – required: *This value is used for statistical purposes and does not affect permit cost.*	$	
Utilities It is the applicant's responsibility to ensure that all utilities, including electricity and natural gas, are in the appropriate state for building demolition. The applicant must ensure arrangements have been made with Manitoba Hydro and other utility providers prior to commencing demolition. The demolition permit will not be issued until Manitoba Hydro has notified the City that service removal work is complete.		

Commercial building information ☐ N/A

Applicable Manitoba Building Code ☐ Part 3 ☐ Part 9 If unknown, contact ppd-bpx@winnipeg.ca to confirm before submitting an application.	
Type of building: ☐ Office ☐ Retail ☐ Restaurant ☐ Multi-unit residential ☐ Industrial ☐ Other:	
Total area of **all** floor levels of building(s) being demolished: The total area is required to include the area of all floor levels. For example, a 2-storey building with a basement would be required to be calculated as a total of 3 floor areas (basement, main, and second floor).	☐ sq. ft. ☐ m^2
Type of foundation: ☐ Shallow (slab on grade, no piles, no basement) ☐ Deep (piles, basement)	
Height of building: Is the building greater than 3 m (10'-0") high? ☐ Yes ☐ No	
Is construction access crossing City property? ☐ No ☐ Yes If crossing City property, other than where a private approach exists, a crossing permit must be obtained. Contact the Public Works Department at 204-986-6006 or pwd-uos-permits@winnipeg.ca to obtain a permit.	

Residential building information ☐ N/A

Type of building: ☐ Single family dwelling ☐ Multi-family dwelling ☐ Garage/carport ☐ Deck ☐ In-ground pool ☐ Above-ground pool ☐ Other accessory structure	
If other accessory structure, identify type: ☐ Farm building ☐ Gazebo ☐ Greenhouse ☐ Shed ☐ Workshop ☐ Other	
If demolishing garage/carport or other accessory structure, identify associated dwelling type: ☐ Single family dwelling ☐ Multi-family dwelling	
Number of stories: ☐ N/A	Includes secondary suite? ☐ Yes ☐ No
For accessory structures only: Is construction access crossing City property? ☐ No ☐ Yes If crossing City property, other than where a private approach exists, a crossing permit must be obtained. Contact the Public Works Department at 204-986-6006 or pwd-uos-permits@winnipeg.ca to obtain a permit.	

Dwelling unit information ☐ N/A

Number of dwelling units lost due to proposed demolition/removal:

Description of work – describe the proposed demolition/removal work in detail (e.g. full demolition, depth of foundation removal below adjacent grade, main floor slab, piles, etc.)

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Required documentation – one copy, fully dimensioned

☐ Letter of Authorization (Commercial) or Owner Statement (Housing - not required if owner is the applicant)

☐ Status of Title (dated within three months of the application date, along with any City of Winnipeg interests (e.g. caveats))

☐ Site plan or Building Location Certificate

- all buildings on the property (the building(s) to be demolished/removed must be clearly identified)
- distance from buildings to all property lines
- indicate what is adjacent to all property lines (other properties, streets, lanes, etc.)
- if the demolition is adjacent to a street, provide details on all items from the property line to the street curb (e.g. sidewalks, boulevards, trees, utilities, etc.)
- legal description

May be required documentation – one copy, fully dimensioned

☐ Engineer's Report certifying that the structure is unsafe (required if you do not have an order to demolish and would like to proceed with the demolition without a new construction building permit)

For all other applications, an Engineer's Report for excavation to protect neighbouring properties and structures may be requested by Plan Examination once your application is reviewed.

Additional requirements for demolitions

Water and Taxes

It is the applicant's responsibility to ensure that City water is turned off and/or disconnected and City property taxes are paid in full for any demolished buildings. To verify that the water service is turned off and/or disconnected, please call Water & Waste at 204-986-2455 or email utilitybill@winnipeg.ca. To verify that taxes are paid, please contact Assessment & Taxation at 311 prior to any building demolition.

Asbestos

Asbestos presents a potential lung disease hazard when released into the air. It is present in thousands of common building materials used prior to the early 1990's, and is still used today in some applications. Pursuant to Manitoba's Workplace Safety and Health (WSH) Act and WSH Regulations (Part 33 & 37), prior to demolition or alteration activities, owners, contractors or employers must ensure that:

- an asbestos inventory is prepared by a person competent to determine the presence of any asbestos containing material (ACMs)
- asbestos is removed from the area being demolished or altered
- adequate measures are taken to ensure that ACMs do not create a risk to the safety and health of any person
- the Director of WSH is notified 5 days in advance of work that may release ACMs into the atmosphere

www.gov.mb.ca/labour/safety/asbestos.html
www.safemanitoba.com or call 204-957-SAFE

Failure to comply with these requirements may result in work stoppages, fines or prosecution.

Submission options

Submit your application package to the Zoning & Permits Branch using one of the following options:

- Apply online at winnipeg.ca/permitsonline
- Email ppd-permit@winnipeg.ca (PDF attachment or link to online file transfer)
- One paper copy package – drop off or mail (Unit 31-30 Fort Street, Winnipeg, MB R3C 4X7)

Digital submission requirements (select all that apply)

To submit your application via email, provide a separate PDF file, named as indicated, for each of the following groups of documents that are applicable to your application:

- ☐ **PDF 1** Application Form (Owner Statement/Letter of Authorization)
- ☐ **PDF 2** Status of Title
- ☐ **PDF 3** Site Plan or Building Location Certificate
- ☐ **PDF 4** Engineer's Report

Your personal information is being collected consistent with the requirements and limitations set out under *The Freedom of Information and Protection of Privacy Act (FIPPA)*. This collection of personal information is authorized by section 36(1)(b) of The FIPPA for permit management and administration. Your information is protected by FIPPA's privacy provisions and will not be used or disclosed for any other purpose, except as authorized by law. Contact the City of Winnipeg's Corporate Access and Privacy Officer by mail (City Clerk's Department, Susan A. Thompson Building, 510 Main Street, Winnipeg MB, R3B 1B9) or by telephone (311) if you have questions about this collection of your personal information.