



Deconstruction Permit Application

Building Division

604.469.4534 • www.portmoody.ca

Site address:	Date of Deconstruction:
Building Type: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other: _____	

Square Footage of Building

<input type="checkbox"/> 0 to 1,000	<input type="checkbox"/> 1,001 to 5,000	<input type="checkbox"/> 5,001 to 20,000	<input type="checkbox"/> Over 20,000
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Owner's Name:		
Address:		Postal Code:
Home #:	Work #:	Cell #:

Owner's Agent:		
Address:		Postal Code:
Work #:	Cell #:	Email:

Demolition Contractor		Business License #:
Address:		Postal Code:
Work #:	Cell #:	Email:

Responsibility for Waste Collection Carts

- Homeowners are responsible for waste collection carts at the property. These carts are for household waste only and **may not be used for deconstruction waste**.
- Return cleaned collection carts to the Operations department (604-469-4574) prior to deconstruction.
- Upon issuance of a deconstruction permit, waste collection utility charges will be suspended at date of cart return and reinstated upon cart delivery.
- Homeowners must reimburse the City for collection carts that are stolen, lost or damaged.

I have read and understand the details outlined in this section ____ (initial here)

City of Port Moody Building Bylaw, 2019, No. 3200
Schedule 2 – Owner’s Undertaking

1. This undertaking is given by the undersigned, as the owner of the property described above, with the intention that it be binding on the owner and that the City will rely on same.
2. I confirm that I have applied for a building permit pursuant to “City of Port Moody Building Bylaw, 2019, No. 3200” (the “Bylaw”) and that I have carefully reviewed and fully understand all of the provisions of the Bylaw and in particular, understand, acknowledge, and accept the provisions describing the purpose of the Bylaw, the conditions under which permits are issued, the disclaimer of warranty or representation and the limited extent of the scope of the Bylaw and inspections thereunder.
3. Without in any way limiting the foregoing, I acknowledge fully that it is my responsibility to ensure compliance with the *Building Code* and the Bylaw whether any work to be performed pursuant to the permit applied for is done by me, a contractor, or a registered professional.
4. I am not in any way relying on the City or its *Building Officials*, as defined under the Bylaw, to protect the owner or any other persons as set out in Part 3 of the Bylaw and I will not make any claim alleging any such responsibility or liability on the part of the City or its *Building Officials*.
5. I hereby agree to indemnify and save harmless the City and its employees from all claims, liability, judgments, costs, and expenses of every kind which may result from negligence or from failure to comply fully with all Bylaws, statutes, and regulations relating to any work or undertaking in respect of which this application is made.
6. I am authorized to give these representations, warranties, assurance, and indemnities to the City.
7. In addition to the foregoing, I acknowledge and agree that any amount of a cash bond that I have provided to the City for damage to facilities in the public right of way shall be absolutely forfeited to the City if I am not entitled to have it returned to me within four years of the date of issuance of a building permit.

Owner(s) Information	
Name(s):	
Address:	
Email:	
Telephone number:	Cell number:

Owner(s) Authorization	
This undertaking is executed by the owner this ____ day of _____, _____.	
Owner 1 / Authorized Signatory Name (print):	
Owner 1 / Authorized Signatory Signature:	
Owner 2 / Authorized Signatory Name (print):	
Owner 2 / Authorized Signatory Signature:	

Signed by City Employee	
Name (print):	
Signature:	

Pre-planning how you manage your site's waste helps you meet your recycling goal. Complete the following checklist, outlining the types of waste that your project is expected to generate. Use this list for discussion with waste collection, recycling and disposal companies. A list of recycling facilities is available from the Building Division or at www.metrovancouver.org/buildsmart.

Materials	Is this present?	Notes
Appliances	<input type="checkbox"/> yes	Reusable or recyclable
Asphalt	<input type="checkbox"/> yes	Recyclable
Asphalt roofing shingles	<input type="checkbox"/> yes	Recyclable
Bricks, blocks and ceramic tile	<input type="checkbox"/> yes	Recyclable
Cabinetry	<input type="checkbox"/> yes	Reusable or recyclable
Cardboard	<input type="checkbox"/> yes	Banned from disposal in landfill - all must be recycled
Concrete	<input type="checkbox"/> yes	Recyclable
Dirt and soil	<input type="checkbox"/> yes	Reusable or recyclable
Doors	<input type="checkbox"/> yes	Reusable or may be recyclable (check with recycler)
Drywall	<input type="checkbox"/> yes	Banned from disposal in landfill - all must be recycled
Fixtures (lighting, plumbing, etc.)	<input type="checkbox"/> yes	Reusable or may be recyclable (check with recycler)
Glass	<input type="checkbox"/> yes	Recyclable
Green waste (shrubs, lawn, small trees)	<input type="checkbox"/> yes	Compostable – banned from landfill
Metal – steel, aluminum, copper, brass, etc.	<input type="checkbox"/> yes	Recyclable – may need to be cut up prior to recycling
Metal – cable and wiring	<input type="checkbox"/> yes	Recyclable
Metal – window frames	<input type="checkbox"/> yes	Banned from disposal in landfill - all must be recycled
Mixed waste (contains recyclables)	<input type="checkbox"/> yes	Recyclable
Paper	<input type="checkbox"/> yes	Recyclable
Plastic – rigid buckets, pails, etc.	<input type="checkbox"/> yes	Recyclable
Plastic – wrapping and bags	<input type="checkbox"/> yes	Reusable or recyclable
Windows in frames	<input type="checkbox"/> yes	Recyclable
Wood – structural (incl. pallets)	<input type="checkbox"/> yes	Recyclable
Wood – plywood, particle board, OSB	<input type="checkbox"/> yes	Recyclable
Wood – roofing – shakes and wood shingles	<input type="checkbox"/> yes	Reusable or may be recyclable (check with recycler)

Please note that the following materials **are not recyclable** in Metro Vancouver. You won't be penalized for having these materials onsite. However, in your Compliance Report, you'll have to let us know where these were disposed of so we can confirm the total waste generated.

Non-Recyclable Materials	Is this present?
Carpet and underlay	<input type="checkbox"/> yes
Fibreglass (including insulation)	<input type="checkbox"/> yes
Plastic – PVC	<input type="checkbox"/> yes
Plastic – foam packing and insulation	<input type="checkbox"/> yes
Plastic – vinyl window frames	<input type="checkbox"/> yes
Wood – treated, pressure treated, creosoted, timbers, telephone poles	<input type="checkbox"/> yes
Hazardous materials. All hazardous wastes must be disposed of to WorkSafe BC and the Ministry of the Environment requirements, along with any additional requirements imposed by the disposal facility.	<input type="checkbox"/> yes

Utility Service Connection Application

100 Newport Drive, PO Box 36, Port Moody, BC, V3H 3E1, Canada
Tel 604.469.4618 • Fax 604.469.4533 • www.portmoody.ca

General Information		
Owner's Name:		
Address:		City:
Postal Code:	Work #:	Cell #:
Email:		
Owner's Agent:		
Address:		City:
Postal Code:	Work #:	Cell #:
Email:		
<input type="checkbox"/> Yes, I have filled out a Homeowner Authorization Form		
Contractor:		
Address:		City:
Postal Code:	Work #:	Cell #:
Email:		
<input type="checkbox"/> Yes, I have filled out a Homeowner Authorization Form		
<input type="checkbox"/> I am acting as the Owner's agent		
Building Information		
Site address:		
Proposed date of new service required:		
Requested Services		
<input type="checkbox"/> Temporary Disconnection (at property line)	<input type="checkbox"/> New Services (disconnection and installation of new services)	
<input type="checkbox"/> Permanent Disconnection	<input type="checkbox"/> New Lot (no existing, installation of new services)	
Building Type		
<input type="radio"/> Single-Family	<input type="radio"/> Multi-Family	<input type="radio"/> ICI
Required Water Service		
<input type="radio"/> 3/4"	<input type="radio"/> 1"	<input type="radio"/> 1 1/2"
A typical construction schedule will be 4 to 6 weeks. All Storm and Sanitary services will be reinstalled at the same invert elevation as the existing services. Once work is complete the City will issue the applicant an invoice which is payable upon receipt.		
Invoice should be billed to: <input type="radio"/> Homeowner <input type="radio"/> Owner's Agent <input type="radio"/> Contractor		
Applicant Statement		
I/we the undersigned hereby make application for a utility service connection/disconnection in accordance with the information stated, and declare that the statements are true and correct. If granted a service connection/disconnection permit, I/we agree to provide payment prior to the City undertaking field works, and will pay all the costs over and above the deposit as necessary.		
Name:	Signature:	
Position:	Date:	



Bond Release Form

Building Division

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To ensure the accuracy of our account information, you **must attach a void cheque or account information from a Financial Institution.** **The payee information must match the cheque provided.**

The information provided is used for releasing any bonds associated with the project.

Project Address:

Payee Information

Name:

Customer Address:

Phone:

Email:

Signature:

Date: