

Bulletin: Delayed Demo or Decommission

Of a Single Family Dwelling



Bulletin # 12-04
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This bulletin is for informational purposes only. Please be sure to consult the relevant City of Kelowna bylaw.

Purpose

This bulletin is to inform staff, developers, builders, subcontractors, designers and home owners of the requirements when decommissioning a single family dwelling unit or utilizing the delayed demolition process.

Delayed Demolition Requirements

Where an owner wishes to continue to use an existing dwelling as a residence while constructing another dwelling on the same parcel as a replacement, the owner shall pay a security deposit to the City for the sum of \$20,000.00 for each building or structure to be demolished. The deposit shall be provided in the form of cash, cheque or irrevocable letter of credit.

Prior to issuance of the building permit for the new dwelling, the owner shall enter into an agreement with the City undertaking upon completion of the new dwelling to:

- (a) remove the existing dwelling completely prior to occupancy of the new home
OR
- (b) convert the existing dwelling into a non-residential use to the satisfaction of the Building Inspector (see decommissioning requirements below, a permit is required for this work). This option may only be considered if the subject structure fully complies with Zoning Bylaw 8000 for the proposed change of use.

Upon satisfactory compliance with option A **OR** B the City of Kelowna will release the security deposit retained.

Additional Requirements for decommissioning of a 2nd House **OBTAIN A BUILDING PERMIT FOR THE DECOMMISSIONING**

A 219 restrictive covenant will be placed on the property by the registered owner's legal counsel stipulating the structure will not be used for any purpose other than storage or an allowable converted use.

Structure must adhere to current Zoning Bylaw for height, site coverage, setbacks, etc.

At a minimum, decommissioning of a dwelling will consist of removal of the following;

- ▶ *all bathrooms including tubs, showers, sinks, toilets, waterlines and associated drain lines
- ▶ the kitchen exhaust fan and applicable exhaust venting and wiring
- ▶ 220-volt wiring from the stove outlet to the electrical panel (BC Safety Authority confirmation of removal will be required), and/or natural gas rough-in (a licensed contractor may be necessary)
- ▶ washroom exhaust fans and wiring
- ▶ all upper kitchen cabinets and washroom vanities
- ▶ all non load bearing walls to leave the space in an open free flowing condition

*Zoning Bylaw 8000 allows one 2 piece washroom in an accessory structure no larger than 3m² (325sqft)

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*See Decommissioning Bulletin for how to deal with Secondary Suites.
See Demolition Bulletin for how to deal with non delayed Demolitions.*