



Apply for your Building and Subtrade Permits online through [myBuild | Rocky View County](#)

Demolition Permit Checklist

Tips!

All services must be disconnected **prior** to demolition:

- Water
- Gas
- Electricity
- Sewer / Private Sewage System

Essential Items to Include

1. Contractor Information

- Provide **complete details** for all contractors, including:
 - Their **contact information** (name, phone number, and email).
 - Certification details for all **sub-trade permits** (e.g., electrical, plumbing, gas).
- If you are doing the work yourself as a homeowner, check the appropriate box on your online portal application to indicate this.

2. Property Owner Information

- Ensure that the owner information matches the **official land title records**.
- If the property has been **recently purchased**, include the **purchase agreement** showing the transfer of ownership.

3. Digital Document Requirements

- All submitted documents must meet these standards:
 - **Flattened PDFs:** Ensure all PDFs are flattened to allow for digital markup and review.
 - **Unrestricted PDFs:** Documents must not have security restrictions that prevent editing or commenting.



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Plans and Documentation

4. Site Plan

- Include these details in your site plan:
 - Use **metric dimensions** (preferred scale: 1:200).
 - Add a **north arrow**, municipal address, and legal address.
 - Indicate setback dimensions (front, side, and rear).
 - Show the **location** of the **structure** to be demolished.
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Required Forms & Permits

(Forms are available on the Rocky View County website:
<https://www.rockyview.ca/building-forms-documents>).

Key Notes

- Always check your local land use bylaws, area structure plans, or direct control bylaws for additional requirements. <https://www.rockyview.ca/land-use-bylaw>
- Visit www.rockyview.ca/building for forms, guidelines, and resources.

Following this checklist ensures a complete, efficient application process and prevents delays for your project and others.