

Demolition

NOTE: Please contact our Urban Planning Unit to confirm if a Development Approval is required for the proposed works prior to the submission of a Building Permit application.

LODGEMENT METHOD

Applications are to be submitted in one of the following formats (emailed applications are not accepted):

CATEGORY 1:

Applicant is a registered business/professional in the design, planning or construction industry:

- Online Only: Electronic Lodgement**
To register for electronic lodgement, go to the Town's website, select 'Lodge an application', agree to the Terms and Conditions and then click on the 'Register Now' button.

CATEGORY 2:

Applicant is not a Category 1 applicant:

- | | | | |
|--|--|-----------|--|
| <input type="checkbox"/> In Person: | 1 Electronic Copy
(Entire Application incl. ALL forms, checklist, plans, etc. in unsecured .pdf format on USB Stick/CD-Rom) | OR | 1 Hard Copy
(ONLY if entire application is A3 size or smaller and max. 10 pages total) |
| <input type="checkbox"/> By Post: | 1 Electronic Copy
(Entire Application incl. ALL forms, checklist, plans, etc. in unsecured .pdf format on USB Stick/CD-Rom)
with hard copy cover letter and cheque for payment | OR | 1 Hard Copy
(ONLY if entire application is A3 size or smaller and max. 10 pages total)
with cheque for payment |

INFORMATION REQUIRED

Forms & Fees

BA05 form – Application for Demolition Permit with:

- *Demolition contractor Name, Address and Signature*
- *Owners Name(s), Address and Signature(s)*
- *Value of total works (including GST)*

Demolition application fee; Building Services Levy (BSL) fee and Construction Training Fund (CTF) Levy fee (if works over \$20,000)

Required Documentation

- Full Site Plan
- Rodent Baiting Certificate
- Power supplier application for service disconnection
- Copy of Certificate of Compliance in accordance with the Building Commission requirements for Sewer Cut and Seal. (Note: Multi-Entry certificates are no longer acceptable)
- Gas supplier application for service disconnection

Other Documentation

- B.A.L. (Bushfire Attack Level) report (if applicable)
- Structural Plans/details (if partial Demolition)
- Floor Plan (if partial Demolition)
- Dust management plan OH&S requirements (commercial sites)
- Provide Traffic management plan, if applicable
- Consent of adjoining owner or court order (Form BA20), if required
- Asbestos Removal Notification
- Department of Environment and conservation, if applicable
- Department of Water, if applicable

Note: Meeting these checklist requirements does not necessarily mean that the proposal will be approved. The Town reserves the right to request further information to assist in the assessment process, if required.

TO BE COMPLETED BY COUNCIL

Application vetted by: