



CHECKLIST

DEMOLITION PERMIT APPLICATION

Forms and Supporting Documents

- Demolition permit application form - BA5.
- For some demolition proposals, a development approval may be required before a demolition permit can be issued. It is important to ensure town planning requirements are addressed prior to the lodgement of a Demolition Permit Application, which will in turn assist in the timely processing of the demolition application.
- BA20 or BA20A Form for adjoining property owner's consent where proposed works will affect adjoining land. For more information go to WA Building Commission.
- Decommission Certificate of Apparatus for Effluent Disposal from Shire of Dandaragan (where septic leach drains are present).

Plans

Complete sets of plans and details must be submitted with your application. All plans and details must be legible, drawn to scale and include a title block containing lot address, page numbers, a project title and date.

Site Plan (minimum scale 1:200)

- Clearly indicate all property boundaries, boundary dimensions and existing buildings
- Clearly indicate the distance from the existing buildings and property boundaries
- Elevation plans (photos will be acceptable)
- Floor plan
- Position of stormwater drains or easements
- Locations and heights of stabilised embankments e.g. retaining wall(s)
- North point
- Control area for asbestos decontamination of tools and personal protection equipment (PPE)
- Location of bins/waste transport
- Access and travel path of vehicle movements

Site Safety Details

- Warning signs to be erected and location noted on site plan
- Traffic control, road closures and pedestrian controls provided as identified and where required
- Details of security measures to prevent access to site

Health Requirements

- Persons in adjoining properties that might be affected by the asbestos removal activities must also be consulted. Adjoining owner or tenant consultation letter to be supplied by applicant.
- Supply an Asbestos Inspection Report.
- Supply a copy of the Asbestos Contactor's licences and insurance details that will be responsible for the removal of asbestos.
- Provide evidence that the building(s) and/or incidental structure(s) to be demolished have been treated so as to ensure that it is not infested by rodents, cockroaches and other vermin at the time of the demolition.

Notification Requirements

Evidence of the following notifications are to be provided with the Demolition Permit Application:

- Notification of the name, address and contact number of the applicant for a demolition permit and the name of the local government to which the application is made to be given to the Heritage Council of Western Australia if the place to which the application relates –
 - is subject to a Heritage Agreement made under the Heritage Act section 29; or
 - is entered in the Register of Heritage Places established under the Heritage Act section 46; or
 - is subject to a Conservation Order under the Heritage Act section 59; or
 - is subject to an Order in Council made under the Heritage Act section 80.
- Any notification required under the *Work Health and Safety (General) Regulations 2022* for the intended demolition work.
- Notification of the intended demolition work to each company who provides electricity, gas, telephone or water services to the place that is the subject of the application.

General Notes

- Where insufficient details are provided, more details may be requested by the Building Surveyor in order to assess the application for compliance with the relevant standards.
- The licensed Asbestos Contactor must ensure that a risk assessment is performed by a competent person prior to the asbestos removal and that the asbestos removalist takes this risk assessment into account in developing the asbestos removal control plan.
- Decommissioning of septic tanks and leach-drains must be witnessed by the Shire's Environmental Health Officer.

More Information

Should you have any questions or require any further information, please contact Development Services staff on the details below or visit the Development Services counter at the Shire of Dandaragan Jurien Bay Administration Centre at 69 Bashford Street.

Phone: 9652 0800 or Email: dsr@dandaragan.wa.gov.au