



Demolition Permit Application Fact Sheet

The following information must be submitted when applying for a Demolition Permit

1. **Completed Application Form** signed by Demolition Contractor (BA5) available at the Shire's Administration front desk or for download here <http://www.commerce.wa.gov.au/building-commission/building-approval-forms-0>
2. **2 Copies of Site plan** detailing all buildings on lot and highlighting building/buildings to be demolished.
3. **Colour photo** of building/buildings to be demolished.
4. **Notification to service providers.** A letter from Contractor/Applicant clarifying that they have notified all service providers of the impending demolition and disconnection of services.
5. **Copy of Pest Control letter:**
Letter certifying that the building to be demolished has been treated so as to ensure it is not infested by rodents for a period of two weeks prior to submission of application.
6. **Cut and Seal Certificate** – A Completion Certificate by a Registered Plumber of cut and seal of sewer, water services and decommissioning of septic tanks.
7. **Heritage Listed Land/Buildings:** If land or Buildings are subject to any Heritage listing notification must be given to and approval received from the relevant Authority for any proposed demolition works prior to submitting application to Council.
8. **Shire Fees:**
 - a) **Class1** (House) or **Class10** (Shed, Patio etc) \$110. No Demolition Permit required for a Class 10 Building (Shed) if floor area less than 40sqm.
 - b) **Class 2-9 Buildings (commercial buildings):** \$110 for each storey of the Building to be demolished.
9. **Building Services Levy:**
If Demolition contract value inclusive of GST is less than \$45,000 Fee of \$61.65
If Demolition contract value inclusive of GST is greater than \$45,000 Fee calculated at contract value x 0.137%
10. **BCTF Building Construction Training Fund levy (BCTF):** Payable at Shire counter or online at www.bctf.org. Building Construction Training Fund Levy only applicable if Contract Value greater than \$20,000 inclusive of GST and calculated as Construction Value x .002 (.2%). A completed BCTF form must also be submitted.

If you have any further queries, please do not hesitate to contact the Shire's Development Services on 9574 9340.