



Building Approvals For Demolition or Removal of Buildings

Checklist of information to be provided when applying for a Building Permit:

- Completed Application Form (including name, address and registration number of demolisher / removalist).
- Building Permit Fee.
- A current copy of the Certificate of Title & ownership details.
- Written consent from owner to demolisher / removalist to carry out the work.
- Evidence of the demolisher's public liability insurance policy for not less than \$1 million in respect to the proposed demolition work and that the policy will not expire during the demolition work.
- Schedule of works (written description of how the works will be undertaken).
- Council Consent for the demolition or removal (Section 29A).
- Three (3) copies of a Site Plan showing:
 - Boundaries and dimensions of the site;
 - Location of the site to the nearest street corner;
 - The position of the existing building(s) on the site and distances from site boundaries and between buildings.
 - An outline and a description of the building or part of building to be demolished or removed.
- Town Planning Permit (if applicable).

Notes:

- 1) To remove and relocate requires two separate building permits.
- 2) If removing, a report from a Structural Engineer to determine the structural adequacy of the existing building may be required.
- 3) Where the footings to be removed are located adjacent to another building, computations including a Certificate of Compliance may be required to be provided from a Structural Engineer, indicating the method of removing the footings so that the adjoining building will not be affected.
- 4) Where only part of a building is to be demolished or removed, computations including a Certificate of Compliance may be required from a Structural Engineer showing that the remainder of the building will comply with the provisions of the Building Regulations.