



## INFORMATION SHEET NO. 3

# Information to Submit with a Development Application for DEMOLITION OF A STRUCTURE OR BUILDING

'Development' is defined in the Development Act to include:

- A change in the use of land or buildings,
- The creation of new allotments through land division (including Strata and Community Title division),
- Building work (including construction, demolition, alteration and associated excavation/fill),
- Cutting, damaging or felling of significant trees,
- Specific work in relation to State and Local Heritage Places,
- Prescribed mining operations,
- Other acts or activities in relation to land as declared by the Development Regulations.

By definition in the Development Act 1993 and Development Regulations 2008, demolition of any structures or buildings is classed as 'Building Work' therefore requiring approval.

The Development Act and Development Regulations detail the processes for making and assessing development applications. Once an initial assessment of an application and site inspection has been undertaken, assessing officers may request further information.

Please note that if you propose to demolish a building that is located within a Historic Conservation Zone then advice should be sought from the Council's Planning Officers.

### **Details to consider in relation to demolition**

- Access to and in the vicinity of the site by the public before, during and after demolition, until the site is cleared; may need to be restricted and as such the area may need to be secured by an approved barrier;
- Any dust or similar products arising from the demolition must be controlled and kept within the site as far as is reasonable;
- All demolition materials are to be removed from the site, and the site is to be left in a clean and tidy condition;
- The demolition, transport and disposal of asbestos products, is subject to legislative control and must be handled in accordance with those requirements. Contact the Department for Administrative and Information Services, Industrial Affairs – Mineral Fibres Branch (asbestos enquiries) on 8303 0400 for further information and relevant approvals; and
- Australian Standard AS2601 Demolition of Structures, should be referred to for demolition procedures.

## **Information that must be submitted with a Development Application**

1. A completed development application form which is signed and dated.
2. Payment of relevant fees
3. Declaration of Applicant (in relation to power lines)
4. A copy of the builders Indemnity Insurance Certificate (if valued \$12,000 or more)
5. Proof of payment of the Construction Industry Training Board Levy (if over \$15,000)

## **Plans and Documentation (3 copies with at least one copy being A3 or smaller)**

An application for the building rules consent for development consisting of or involving the demolition or removal of a building (or part of a building) must be accompanied by –

6. Site Plan
  - Drawn to scale of not less than 1:200 with a north indication.
  - Outlining all structures to be demolished and distances of the structures to the boundary. Include structures not to be demolished on the site. (i.e. verandah, dwelling, pool, shed, etc)
  - Include other features such as trees on the site or adjoining public places that might be affected by the work or affect the work proposed to be performed.
  - Details and location of any wells, cellars or swimming pools to be filled in.
  - Details and location of any septic tanks and whether they are to be removed.
  - Indicating location of all boundaries, roads and easements.
  - Indicating existing street trees, stobie poles, side entry pits (SEP's) or other obstructions. Detail which trees are to be removed and which trees to remain.
7. A description in writing of the construction of the building (or relevant part) to be demolished or removed, e.g. walls – brick, roof – iron, floor – timber etc.
8. If only part of a building is to be demolished or removed, calculations or other information in writing to show that the remainder of the building will comply with the Act and these regulations, either as the building remains after the proposed demolition or removal takes place, or after other building work is performed; and
9. A description in writing of the demolition procedure, including details of the measures to be taken to provide satisfactory levels of safety on or about the site.

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*Please note the information contained herein is intended as a guide only.  
Further clarification may be obtained by contacting the Council on 8525 3200.*