

Application Checklist (demolition)

Building Act 1993, Building Interim Regulations 2017

NOTE: This is not a complete or exhaustive checklist. Additional items may be required once the assessment of the application has been completed.

Document	Copies	Tick
Completed Building Permit Application Form (Form 1) & \$220 deposit (will be deducted from final permit fee)	1	
Letter of Appointment (to be signed by all owner/s listed on Title)	1	
Section 29A Report & Consent from relevant Council (Form B)	1	
Provide a current copy (within last 90 days) of the Certificate of Title and Plan of Sub-division for the allotment including any applicable Covenants or Section 173 Agreements incl. evidence of ownership.	3	
Copy of Town Planning Permit and Council endorsed plans (where required)	2	
Demolition plan showing all buildings being demolished including setbacks from site boundaries and nearby neighboring buildings.	3	
If any Demolition works within 1m of any title boundaries, protection works Form 3 & 4 are required.	1	
Demolition Method Statement from registered demolisher (Step by step method of demolition incl. protective/safety measures)	3	
Copy of Demolisher's Public Liability Insurance	2	
Demolisher's Name, Registration Number, Postal Address & Phone Number	1	
Fees (to be paid prior to the issue of the Building Permit) <ul style="list-style-type: none"> ▪ Cash ▪ Visa / Master Card ▪ Cheque 		