

Shire of Carnarvon
Demolition Permit
Information Sheet



Introduction

Before buildings are taken down or relocated, approval needs to be obtained from the Shire. This approval is given in the form of a Demolition Permit.

This information sheet explains the requirements for approval and general requirements relating to the demolition of buildings.

Definitions

Demolition of a building is the complete or partial dismantling of a building or structure by pre-planned and controlled methods or procedures. The Building Act 2011 and the Building Regulations 2012 require that if an owner of a building proposes to demolish part or all of a building that a Demolition Permit is issued, prior to commencing demolition.

Is a Demolition Permit required prior to taking down or removing a building?

Yes. A Demolition Permit is required prior to removing or taking down any building. Is a separate planning application required? A separate planning application may be required if the property is listed on the Municipal Inventory as a heritage listed building.

Who submits the demolition application?

Either the property owner or the party contracted to demolish the building must submit the application.

What do I need to submit with my application for a Demolition Permit?

A copy of the following plans and details are required:

- Completed Demolition Permit Application (BA5) form including signatures of all owners;
- Payment of the applicable fee;
- Letter of approval to demolish (Strata Developments only)
- A full site plan is to be submitted, showing the location of the building to be demolished, in relation to the property boundaries and other buildings on the property. This plan is to be drawn to a minimum scale of 1:200.
- Written notification that all services have been disconnected.

Who can obtain a Permit for the demolition work?

A licensed demolition contractor must obtain the Permit unless the demolition work comprises of:

- the demolition or removal of a class 1a residential building or
- the removal of less than 10m² of asbestos cladding or
- less than 10m² of fragile or brittle roofing from the building or structure.

Fees:

Application Fee	Class 1 & 10 \$110 Class 2 – 9 \$110 per storey	
Building & Construction Industry Training Fund Levy (BCITF) <i>Applicable if the value of the project is over \$20,000</i>	Project value x \$0.20	
Building Services Levy (BSL)	Min \$61.65 (project value under \$45,000)	Increases if the value exceeds \$45,000 (\$0.137% of the value of the project)

Fees correct at 01/07/2021

Demolition Permit Requirements

There are certain statutory requirements and environmental health matters that are required to be addressed when demolishing. The following requirements are a guide only and further detail should be sought from the relevant authorities:

- **Swimming Pools**

Where there is an existing swimming pool located on site that is to remain, while the building is being demolished; adequate swimming pool barriers are to be installed to comply with A.S. 1926.1 and Building Regulations 2012 as amended.

- **WorkSafe Approval**

Commercial Buildings:

- Total and partial demolition of a structure/building that is 10m or more in height; and
- Removal of more than 200m² of asbestos cement roofing from a building that is less than 10m in height.

Further information can be obtained from WorkSafe WA.

- **Rodent Baiting**

It is important that all buildings scheduled for demolition are baited for rodents. Baits are to be placed in the roof space, under the floor of the building (if possible), in the corners of each room and in all outbuildings that are to be demolished. A wide variety of rodent baits are available from supermarkets and hardware stores. Please follow the product manufacturer's recommendations regarding quantities and precautions. A registered Pest Control Operator may also undertake rodent baiting. A written report/receipt of the work must be provided to the Shire's Environmental Health Service.

- **Sewered Properties**

If a property is sewered a Multi Entrance Compliance Certificate must be provided from a registered plumber confirming that the property has been disconnected from the sewer.

- **Properties Serviced by Septic Tanks**

All septic tanks, soak wells and/or leach drains must be decommissioned prior to demolition. After the system has been emptied the applicant must submit a Controlled Waste Tracking Form.

Decommissioning involves:

- The pumping out/emptying of all septic tanks, soak wells, leach drains or other on-site disposal systems by a registered liquid waste contractor,
- The removal of the tanks or if impractical, the breaking up of the base of the tank; and
- The backfilling with clean fill and compacting of the fill material for all tanks, soak wells and leach drains.

- **Asbestos**

Where a building to be demolished, contains asbestos materials, the Health (Asbestos) Regulations 1992 requires 'reasonable' measures to be taken to prevent asbestos fibres from entering the atmosphere.

These measures include:

- Using water or other practical measures to keep airborne material to a minimum;
- Not using power tools except those that have dust suppression or extraction attachments;
- Wetting the area before sweeping up the material containing asbestos or using a vacuum design to collect asbestos material;
- Not using compressed air or a high-pressure water jet;
- Removing asbestos cement materials with care and handling in such a manner as to minimise breakage or abrasion; and
- Wrapping removed asbestos cement materials in plastic sheeting and sealing the bundles, ready for disposal, and removing this material from the site as soon as possible.

In addition, the removal of asbestos cement products must also be carried out in accordance with the Occupational Health Safety and Health Act 1984 and Occupational Safety and Health Regulations 1996, which are supported by codes of practice and guidance notes.

This includes:

- Erecting signs and barriers on the site to prevent unauthorised entry and warning the public of hazards and wearing disposable coveralls and either a P1 or P2 disposable mask.

Further information can be obtained from WorkSafe W.A. Material containing asbestos must be disposed of in accordance with the Health (Asbestos) Regulations 1992 at approved landfill sites. Furthermore, Environmental Protection (Controlled Waste) Regulations 2004 require a 'Controlled Waste Permit' for the off-site removal, transportation, and disposal of the following types of asbestos waste:

- Friable asbestos waste (asbestos that can crumble to a powder by hand pressure i.e. pipe insulation);
- Complete demolition of buildings/structures containing asbestos (does not include fencing); and
- Degraded and non-friable asbestos waste subject to sanding and grinding etc.

Further information can be obtained from the Environmental Protection Authority. Note: The Health (Asbestos) Regulations 1992 make it an offence to sell, swap, give away or supply second hand asbestos cement sheeting, other than for disposal.

- **Dust Emission**

The demolition contractor must take effective measures to ensure that dust from the activity does not cause a nuisance to any other person. Failure to effectively control dust may be an offence under the Shire's local laws.

Effective dust control measures may include but are not limited to:

- Constantly applying water to those areas or activities, which are likely to produce quantities of dust;
- Erecting temporary screens of a minimum of 2.0m in height on boundaries, which are in the direction of prevailing winds. Screens, which have a porosity of around 50%, are generally suitable for most situations;
- Ensuring trucks leaving the site are covered; and
- Notifying the neighbours as per the process below.

Notify the owners or occupiers of adjoining land in writing 48 hours prior to the commencement of any activity that has the potential to cause the release or escape of dust from the land, giving details of:

- The nature of the activity; and
- The proposed time and location of the activity and their contact details.

This will provide neighbours with the opportunity to re-organise household chores such as washing and cleaning.

- **Rubbish Bins**

The 240L green rubbish bins need to be collected prior to demolition, please call the Shire of Carnarvon on 9941 0000.

For additional information and/or detailed advice about the demolition of buildings, please call the Shire of Carnarvon, Building Services or Worksafe

Disclaimer

This information sheet is provided as generalised information. While we aim to keep the content of this document current and accurate, we accept no responsibility or warranties for actions based on the information provided. The Shire of Carnarvon encourages you to seek professional advice before acting on any information contained within this document. Please contact the Shire of Carnarvon if you wish to comment on the forms provided and information contained within. Any reported errors will be amended.