

City of Wanneroo
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What is demolition work?

Demolition work means the demolition, dismantling or removal of a building or incidental structure and the changing of ground levels to an extent that could adversely affect neighbouring land owners.

What approvals do I need?

A Demolition Permit is issued by the City and is required prior to commencing demolition of a part or all of a building. However, Class 10 buildings (sheds, patios etc) are exempt from requiring a Demolition Permit in the following circumstances:

- The floor area of the building does not exceed 40sqm; and
- The demolition work will not adversely affect the safety and health of the occupants or other users of the building or of the public; and
- The building is not the subject of an order, agreement or permit under the Heritage Act

A WorkSafe demolition licence (licenced contractor) is not required for the removal of single storey dwellings unless it involves removal of 200sqm or more of brittle or fragile roofing material. For multi-storey dwellings or any other type of building (commercial building, tilt-up panel construction etc.) the contractor nominated on the Demolition Permit Application must be a WorkSafe licenced contractor.

Dwellings constructed prior to 1990 are highly likely to contain asbestos. Removal of asbestos during demolition must be performed in a safe manner to avoid posing a hazard to contractors and the public. A WorkSafe Asbestos Removal Licence is required when 10sqm or more of asbestos containing material (asbestos cement sheeting) is removed or any friable (crumbling, brittle) asbestos, regardless of its size.

All buildings scheduled for demolition are to be baited for rodent infestation at least seven days prior to the demolition.

The City is focused on preserving the health and integrity of its natural assets. Any trees located in the verge area must be protected by a Tree Protection Zone (TPZ) in accordance with the City's Street Tree Policy. All street trees must be illustrated on the site plan and a TPZ indicated.

Septic tanks or other underground sewage treatment apparatus must be decommissioned and filled with clean sand or removed entirely. The City's Health Services must be notified of the existence of any sewage treatment apparatus on the demolition site at least seven days prior to emptying and filling of such tanks.

A Development Application (planning approval) may be required for the demolition and must be obtained before submitting the Demolition Permit Application. Please contact the City's Planning Services on 9405 5000 for further information.

Notifications and consents

Section 77 of the *Building Act 2011* requires the consent of adjoining owners where work being done adversely affects the land beyond the boundary of the works land. This includes such matters as reducing the bearing capacity of the adjoining land (such as removing a retaining wall) or encroaching. If either of these scenarios is applicable to your demolition a completed BA20 – '*Notice and request for consent to encroach or adversely affect*' must be provided as part of your Demolition Application.

Regulation 19 of the *Building Regulations 2012* requires the following notifications to be provided.
Heritage – Notification must be provided to the Heritage Council of Western Australia if the place to which the application relates is subject to a heritage agreement, register or order. If applicable, evidence of this notification must accompany your Demolition Permit Application

WorkSafe Commissioner – Regulation 3.119 of the *Occupational Safety and Health Regulations 1996* requires that notification be provided to the WorkSafe Commissioner where a person wishes to do Class 1, Class 2 or Class 3 demolition work. These classes of demolition work include multi-storey dwellings, commercial buildings or removal of more than 200sqm of fragile or brittle roofing. Demolition of single dwellings, outbuildings or patios does not require this notification. If notification is required, evidence of this notification must accompany your Demolition Permit Application. Please visit <https://www.commerce.wa.gov.au/worksafe/when-do-i-need-notify-worksafe> for further information.

Electricity and gas services – Notification must be provided to electricity and gas providers and evidence of such notification must accompany your Demolition Permit Application.

How long does it take to get a Demolition Permit?

The *Building Act 2011* sets time frames in which the City has to assess and determine an application for a Demolition Permit.

It is important that you are aware of allowed time frames prior to lodging your application and that your application documentation is complete.

Should further information be required by the City in order to assess the demolition application, the applicant may be given up to 21 calendar days in which to provide the outstanding information. If the information is not received within the 21 days, the application may be refused unless a mutual consent has been granted for a further 21 days.

The City has up to 10 business days from the date of lodgement to assess the application and issue a Demolition Permit.

What happens when I have completed my demolition works?

It is a requirement under the *Building Act 2011* that the nominated demolition contractor on the Demolition Permit must submit a BA7 Notice of Completion form to the City within seven days of completing the prescribed demolition works. Failure to provide this notice will involve an infringement of \$500.

What do I need to submit?

- ☐ Completed BA5 demolition application form
- ☐ Relevant fees
- ☐ A site plan drawn to scale (1:200) illustrating
 - Location of the structure/s to be demolished
 - Location of all structures to remain at the property (if partial demolition)
 - Location of septic tanks and leach drains (if applicable)
 - Location of any street trees and the associated Tree Protection Zone
- ☐ If partial demolition of a building is proposed, structural engineers certification that the remaining portion will not be structurally compromised
- ☐ If demolition is within a strata complex, the approval of the strata manager
- ☐ Proof of notification to electricity and gas service providers
- ☐ Proof of notification to the Heritage Council of WA (if applicable)
- ☐ Proof of notification to the WorkSafe Commissioner (if applicable)
- ☐ Proof of rodent baiting
- ☐ A copy of WorkSafe Asbestos Removal Licence (if applicable)
- ☐ Development Approval (if required).
- ☐ Street and Verge Bond Permit Application
- ☐ BA20 - 'Notice and request for consent to encroach or adversely affect' form (if applicable)

Street and Verge Bond Permits

If you apply for a building permit, you will also be required submit an application for the City's Street and Verge Bond Permit. This application includes a non-refundable administration fee and a bond depending on the value of works.

Value of Works:

Up to \$20,000:

- Non-refundable administration fee of \$120.00
- No bond required.

\$20,000 or more:

- Non-refundable administration fee of \$120.00
- \$2,000 refundable bond

For more information on these applications (including fees and a link to apply online), please refer to the [Street and Verge Bond](#) page on the City's website.

Fees

To determine your application fees, please refer to please refer to our [Building Fee Schedule](#) or [Building Application Fee Calculator](#) on the City's website.

For further information, please contact the City's Building Services on 9405 5000.

Disclaimers:

1. In line with the City's recordkeeping requirements, please ensure that the information included on any application form is accurate and complete. Please also retain a copy of the completed form before submitting with the City as the form

and any supporting documents will not be returned. The City accepts no responsibility for any loss, damage, liability or inconvenience suffered by any person as a result of using an application form or lodging an application form with the City.

2. This information sheet is produced by The City of Wanneroo in good faith and the City accepts no responsibility for any ramifications or repercussions for providing this information. This information sheet is correct as of January 2021 and prone to alteration without notification.



Did you know?

Save time and apply online! This application is available for lodgement via the City's website
www.wanneroo.wa.gov.au