

INFORMATION SHEET / CHECKLIST

What you need to provide with a Building Permit application for **Demolition Works**

All plans must be prepared by a registered building practitioner in the appropriate category.

1. Appointment of Relevant Building Surveyor Form, where the applicant is the builder (Completed & Signed).
2. Application for Building Permit (Form 1) - (Completed & Signed).
3. Certificate of Title, Plan of subdivision (allotment plans) & the relevant title instruments (Covenant, Section 173 Agreement, MCP etc.). <https://www.landata.vic.gov.au/>
4. Section 29A Consent from the relevant council.
5. Full name and contact details (address, email, phone, registration number (for the building practitioners)) of the owner, agent (where applicable), demolisher etc.
6. Demolishers certificate of Currency for PL Insurance.
7. Demolition procedure/ Safe Work Method statement (SWMS).
8. Architectural plans: Dimensioned site plans and elevations, showing setbacks from boundaries, buildings on adjoining properties etc.
9. Protection Work Notification (Form 7) and Response (Form 8) where demolition works include – party walls or works on boundary line
10. Consent where precautions are required over the street alignment.
11. Where only part of dwelling is being demolished, structural details or computations showing the remainder of dwelling will be structurally sound

Note: Min \$500, non-refundable deposit (ex GST) is required at appointment of Relevant Building Surveyor and summation of Building Permit Application.