



CHECKLIST FOR A DEMOLITION PERMIT BA5

The following checklist is must be completed by the applicant and must accompany the Application for Demolition Permit BA5.

Applications will not be accepted without the lodgement of this checklist.

Application Requirements	Applicant to Check	Office Use
Demolition Permit Application Form - BA5 All owners must sign application the application form BA5. All Demolishers must sign Section 4 of BA5.		
Construction Training Fund Form (if applicable) BCITF Levy is required to be paid for all works \$20,000.00 and over. Forms are required to be completed by the Project Manager/Builder. You must include a BCITF Levy Form or a receipt from online payment. As each form is uniquely numbered they are not able to be downloaded. Forms are available from the Town or the Building Construction Fund. Alternatively, you can pay online at http://www.bcitf.org		
Planning Approval Requirements Commercial Yes <input type="checkbox"/> No <input type="checkbox"/> Heritage listed Yes <input type="checkbox"/> No <input type="checkbox"/> Apartments Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, does your application have planning approval? Yes <input type="checkbox"/> No <input type="checkbox"/> Have you satisfied the conditions on the planning approval such as receiving approval for a construction management plan, landscaping plan or similar?		

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<p>If No, please discuss this with the Town prior to lodgement in order to reduce delays to your application.</p> <p>If you are applying for residential development relating to a single house, does your application meet the 'Deemed to Comply' provisions of the Residential Design Codes (R-Codes), Town Planning Scheme No.2 and all of the Local Planning Policies of the Town of Mosman Park?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If No, your application must have planning approval prior to submitting for a Building Permit. Please provide the planning approval number.</p>		
<p>Application Fee</p> <p>Full fees must be paid upon receipt of application. Please refer to the Town's website for the Fee Calculator.</p> <p>Building Fees Town of Mosman Park</p> <p>Please select uncertified building permit and enter the value of works under the tab Building and Planning application to get the total building fees applicable.</p>		
<p>Infrastructure Protection Bond:</p> <p>An Infrastructure Protection Bond Application seeks approval for access to the Town's verge during construction periods for the following works:</p> <ul style="list-style-type: none"> Any building works over \$50,000 (certified or uncertified); All swimming pool application (certified or uncertified), and; All demolition permit applications <p>Please Note: The Town's Infrastructure Protection Bond (IPB) has replaced the Verge Construction Permit process.</p> <ul style="list-style-type: none"> Demolition work -\$1500 Bond Verge Inspection fee \$200* <p>Building Fees Town of Mosman Park</p> <p>Please note that this does not provide the site with a Permit to Store Materials on the Verge during construction.</p> <p>ction.</p>		
<p>Storing of Building Materials on Verge?</p> <p>Will the Verge be utilised to store Building Materials?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>		

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If you are answering Yes to the above, please complete an Application for Storage of Building Materials on Verge. Please refer to 'Council Verge' under Technical Services section on the Town's website.		
Existing Site Plan Two copies of the Existing Site Plan. (Please note this is not the Proposed Plan). All plans and details must be legible, drawn to scale and include the Lot address and owner details. Please note if larger than A3, a reduced set of A3 plans are required to be submitted. Electronic copies to be submitted should include all the documents submitted to the Town. <i>NOTE: All files should be unlocked and without rights management to allow combining and digital stamping of files</i>		
Copy Of Electronic Application & Plans One (1) electronic copy of ALL items listed on this checklist is required To be submitted in PDF format and meet the following requirements: <ul style="list-style-type: none"> • unlocked, no security or passwords • to scale • optimised for minimum file size (Max 10MB) – Email if less than 10MB or email drop box links to admin@mosmanpark.wa.gov.au <i>Each type of form, certificate, drawing or details should be as a separate PDF (CAD files are not acceptable). All files should be unlocked and without rights management to allow combining and digital stamping of files.</i>		
Rat Baiting Confirmation letter/ Certificate from licensed Pest Control Company.		
Disconnection of Gas Supply Letter/ Certificate from supplier required.		
Disconnection of Electricity Supply Letter/ Certificate from supplier required.		
Works Affecting Other Land Notice and request to work affecting other land (if applicable) Form BA20.		
Asbestos Clearly indicate on plans (or in a covering letter) the areas containing Asbestos.		

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<p>Do any of the building/structures involved in the demolition work contain any asbestos material??</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If you are answering 'yes' to the above, please provide a detailed asbestos management plan. This must include details on the type of product/material containing asbestos; the quantity; and the handling and removal process which is required to be in accordance with the current applicable regulations and standards. Provide copies of consultation with adjoining neighbours advising the date(s) that the removal of the Asbestos will occur. Please refer to the WA Building Commissions website for further information.</p>		

NOTE

This document is intended as a guide only to assist in your application. Contact the Town's Building Services for further assistance.

The Town of Mosman Park will not accept an incomplete application. Should additional information or clarification be requested, this must be provided within 21 calendar days. Failure to provide any requested information/material within this timeframe may result in the application being refused and fees paid at the time of the application may not be refunded.

A Notice of Completion (BA7) is required on completion of all building work that requires a Building Permit from the Town of Mosman Park. The Notice (BA7) must be lodged with the Town of Mosman Park within 7 days of completing building work.

Name of applicant: _____

Email Address: _____

Contact Phone: _____ **Mobile Phone:** _____

Site Address: _____

I certify that the information provided above is accurate. I have assessed the plans and provided the required information for the Building Application for the site above.

Signature: _____ Date: _____