

Definition

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

Frequently asked questions

Do I need a Demolition Permit?

A Demolition Permit is required prior to commencing demolition of part or all of a building. However, freestanding Class 10 buildings (sheds, patios) with a floor area of 40m² or less may be exempt from requiring a Demolition Permit.

A WorkSafe Demolition licence (licenced contractor) is not required for the removal of single storey dwellings.

Dwellings constructed before 1990, or in areas developed before 1990, may contain asbestos. Removal of asbestos must be performed in a safe manner; asbestos fibres pose a serious health hazard.

A WorkSafe Asbestos Removal licence is required when 10m² or more of asbestos containing material (asbestos cement sheeting) is removed.

Refer to the Environmental Health section of the Shire of Capel's website for detailed instructions regarding asbestos removal. [Hazardous Materials – Shire of Capel](#).

All buildings scheduled for demolition are to be baited for rodents, this needs to be completed a minimum of seven days prior to demolition.

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

A separate planning application may be required if the property is a heritage listed building. Contact the Shire of Capel's Planning Services on 9727 0222 for further information.

How long does it take to get a Demolition Permit?

The Building Act 2011 sets time frames in which the Shire of Capel 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 at the time of submission.

Should further information be required by the Shire of Capel 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 Shire of Capel has up to 10 business days from the date of lodgement to assess the application and issue a Demolition Permit.

How long until my permit expires?

A Demolition Permit is valid for two years from the date on which it was granted.

If more time is required to complete the building works, you can apply for an extension of time up to a further 6 months by making a formal application and paying the prescribed fee.

What happens when I have completed my building works?

The nominated demolition contractor on the Demolition Permit must submit a Notice of Completion BA7 form to the Shire of Capel within seven days of completing the prescribed demolition works.

Demolition Application Checklist – BA5 Demolition Application

Approvals and Forms	Further Information	Attached	
		Yes	N/A
Development Approval	Development approval may be required prior to lodgement of a demolition application. Please contact the Shire of Capel's Planning Department to ascertain if development approval will be required for your application.	<input type="checkbox"/>	<input type="checkbox"/>
BA5 Form	These application forms are available from the Shire's Website www.capel.wa.gov.au or from the front counter at the Shire's Administration Office	<input type="checkbox"/>	<input type="checkbox"/>
Fees	Refer to the Shire's 'Building Services Fees and Charges' information sheet at www.capel.wa.gov.au – also available at the front counter at the Shire's Administration Office.	<input type="checkbox"/>	<input type="checkbox"/>
Required Documents	One Copy of all documents required	Yes	N/A
Site Plan	<i>Drawn to scale (1:200) and to include the following detail:</i> <ul style="list-style-type: none"> • Location of buildings to be demolished • Location of all existing structures on the property to be retained • Measurement from the boundaries to the proposed building • Location of stormwater drainage, septic tanks and leach drain • North Point 	<input type="checkbox"/>	<input type="checkbox"/>
Structural Engineer's Certification	If partial demolition of a building is proposed, structural engineers' certification that the remaining portion will not be structurally compromised	<input type="checkbox"/>	<input type="checkbox"/>
Strata Approval	If demolition is within a strata complex, the approval of the strata manager		
Rodent Control Certificate	Rodent Control Certificate from a licenced pest control contractor demonstrating the building or incidental structure has been treated to ensure that it is not infested by rodents at the time of the demolition.	<input type="checkbox"/>	<input type="checkbox"/>
Service notifications	Proof of notification to electricity and gas service providers	<input type="checkbox"/>	<input type="checkbox"/>
Asbestos Removal Licence	A copy of WorkSafe Asbestos Removal Licence (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
Heritage	Proof of notification to the Heritage Council of WA (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
WorkSafe	Proof of notification to the WorkSafe Commissioner (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
Encroachments/work affecting other land	All consents or court order must be obtained if part of a building or incidental structure is proposed to be placed beyond the boundaries of the works land or if the building work may adversely affect land beyond the boundaries of the works land	<input type="checkbox"/>	<input type="checkbox"/>

Further Information

If your application is incomplete, it may be rejected or refused. The Shire of Capel reserves the right to request additional information if it is deemed necessary following a detailed assessment of the application. This checklist should be completed for all applications.

Disclaimer

The information contained in this brochure is intended as a guide only. It is recommended that the advice and assistance of the Shire's Building Services be sought prior to lodgement of a Building Application. The Shire of Capel disclaims any liability for any damages sustained by a person acting on the basis of this information.

Department:	Building	Next review:
Reviewer:	Building Surveyor	Adopted:
Amended:	Date	Version: