

This checklist is to assist applicants to prepare a complete demolition permit application. A complete demolition application, where all necessary information has been provided in accordance with this checklist, will enable the Town to avoid unnecessary delays in the processing of your application. Please note further information and/or modifications may be requested by the Town after a full assessment has been undertaken. Applications can be lodged in the following ways:

- By email at [ePlanning@porthedland.wa.gov.au](mailto:ePlanning@porthedland.wa.gov.au)
- Posted to PO Box 41, Port Hedland WA 6721
- In person at the Civic Centre on McGregor Street, Port Hedland

For further information, please contact the Town on 08 9158 9300 or at the Civic Centre, 13 McGregor Street Port Hedland

DOCUMENTATION				N/A	APPLICANT PROVIDED	ACCEPTING OFFICER
1	<b>BA5 Form - Application for Demolition Permit - <i>completed in full</i></b> <ul style="list-style-type: none"> <li>• Have you obtained the consent of all property owners? – see Information Sheet 8</li> <li>• Has Part 4 been completed and signed by the responsible contractor?</li> <li>• Has the contract price/value of the works been stated? – see Information Sheet 9</li> </ul>				<input type="checkbox"/>	<input type="checkbox"/>
2	<b>Construction Training Fund Levy (CTF) Form</b> Required only where the value of building work exceeds \$20,000			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	<b>Where proposed building work will encroach on or adversely affect other land</b> evidence that all consents or court orders have been obtained (Form BA20) and/or statement on application form has been filled out and signed.			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PLANS AND TECHNICAL DOCUMENTS						
4	<b>Site Plan to a readable scale</b> identifying structure(s) to be demolished				<input type="checkbox"/>	<input type="checkbox"/>
5	<b>Notification of demolition work to service providers</b> - including gas, power and water				<input type="checkbox"/>	<input type="checkbox"/>
6	<b>Rodent Notification</b> Evidence that the structure(s) to be demolished has been treated to ensure there is no rodent infestation				<input type="checkbox"/>	<input type="checkbox"/>
7	<b>Photos</b> of all faces of the structure(s) to be demolished				<input type="checkbox"/>	<input type="checkbox"/>
8	<b>Worksafe Notification</b> (if required – see additional information at <a href="https://www.commerce.wa.gov.au/worksafe/more-information-about-demolition-0">https://www.commerce.wa.gov.au/worksafe/more-information-about-demolition-0</a> )			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	<b>Does the structure contain asbestos?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Signature of applicant:		

**OFFICE USE ONLY**

Accepting Officer Declaration

I verify the above information has been checked and the application can be accepted for assessment

Accepting Officer

Date

Application Number

Application Fee

BCITF Levy

Building Services Levy

Total