

**CHECKLIST 3 - DEMOLITION APPLICATION**

Required forms and information	N/A	Yes
FORMS		
Form BA5 Completed		
Form BA 20 Completed If demolition works are adversely affecting neighbouring properties *		
REQUIRED INFORMATION		
2 x copies of a site plan - showing the location of the building to be demolished.		
Evidence of pest baiting - documents showing that the building or incidental structure to be demolished has been treated/baited to ensure that it is not infested by rodents at the time of the demolition		
Details of the licensed contractor - where asbestos is present,		
A copy of any planning approvals - under the Planning and Development Act 2005 (<i>where required</i>)		
Evidence of Notification of the Intended Demolition Work to the Provider of;		
1. Electricity		
2. gas		
3. telephone		
4. water services		
Evidence of Prescribed Notifications if the Application is Subject to;		
1. a Heritage Agreement made under the Heritage Act section 29		
2. is entered in the Register of Heritage Places established under the Heritage Act section 46		
3. is subject to a Conservation Order under the Heritage Act section 59		
4. is subject to an Order in Council made under the Heritage Act section 80		
FEES		
BCITF levies paid		
Fee paid for Building Services Levy		
Fee paid for council assessment		
Bond paid for potential rectification of footpath/kerbing/verge/stormwater		



* A BA20A is required if access is required to neighbouring properties and/or removal of a dividing fence is required. This is not required in order to receive a Building Permit but is required before performing the mentioned works. This is a requirement of *the Building Act 2011* and failure to gain consent can meet with a fine of \$5,000. For more information go to the “*works affecting other land (BA20, BA20A)*” link.