Development Approvals
Demolition Permit (BA5)

CITY OF PERTH

An application for a demolition permit can be made for an entire building or for an incidental structure and may apply to one or more stages of demolition rather than for the entire building.

The permit authority will issue the permit within 10 business days. If an application is accepted as lodged and additional information is required a 21 day letter will be sent to the applicant requesting that the information be provided within the 21 calendar days so the city can met the statutory 10 day processing period. If the prescribed time elapses without a permit being issued or the application being rejected, the application is deemed refused, unless there is a written agreement to extend the processing time.

Pre Permit Clearance

The City of Perth provides a free pre-permit service to clear planning, health and technical items prior to lodgement for a demolition permit. A pre-permit clearance application form is available on the City of Perth website.

Application Requirements

To help ensure that a detailed assessment is made in a timely manner, applicants should ensure that the application form and fees, all plans and supporting documentation are submitted at the time of lodging an application. If an application is incomplete then it is not valid and accordingly might not be processed until all the required information has been submitted.

BA5 Demolition Permit application

A completed BA5 Demolition application form must be submitted. The completed form:

- Must name, and be signed by, each owner of the land on which the building or incidental structure is to be located. An agent or attorney can sign on behalf of an owner. Proof of the agreement that an agent can sign for the owner is required.
- Must name, and be signed by, the person who proposes to be named as the demolition contractor on the demolition permit. The demolition contractor must be licenced to undertake the proposed demolition work.

Demolition Permit Application Package

In order to assist with the submission of demolition permit applications, the following information package has been prepared by City of Perth.

Definitions

"Act" means the Building Act 2011.

"Demolition Management Plan" the purpose of the plan is to enable a coordinated approach to the demolition program whilst limiting the impact of the development on the surrounding residents. The plan may require the submission of a Noise Management plan where heavy equipment is used such as rock breakers, jackhammers, masonry cutting and a Hazardous Material Management plan where hazardous material is present.

"Noise Management Plan" the purpose of the plan is to limit the potential noise impact of the development on the surrounding residents. This may involve control measures to monitor noise & letter drops with contact phone numbers while the work is in progress.

"Hazardous Material Management Plan" the purpose of the plan is to limit potential exposure during demolition and to ensure the transport and disposal of the hazardous waste is in accordance with the Health (Asbestos) Regulation 1992 and the Environmental Protection (Controlled Waste) Regulations 2004. The removal of any amount of friable asbestos must be carried out by a licensed person or business in accordance with the Occupational Safety and Health Act 1984.

"Works Bond" means a monetary bond that is held by the City to cover the cost of any potential damage to the City's road reserve ie. footpath, kerbing, street lighting, street trees, furniture etc.

"Demolition Permit" means the statutory approval issued by the Local Authority in accordance with the Building Act 2011 and Building Regulations 2012.

Legislative Requirements

All Demolition Application assessments, approvals and issuance of Certificates will be carried out in accordance with the requirements of the Building Code of Australia, the Building Act 2011, Building Regulations 2012 and Council Local Laws, unless the City agrees in writing to vary those conditions.

It is to be noted that demolition of a project shall **not** commence until such time as the relevant Demolition Permit has been issued by the City and all service providers have been notified and relevant services disconnected or sealed.

Information Required to Accompany Application

As a general guide, the following information should accompany a completed demolition permit application:

1	Copy of a valid development approval, addressing all the relevant conditions of approval relating to demolition.	☐
2	Two complete sets of drawings, not less than A4 size, indicating the location of the building(s) to be demolished and the location of any existing sewers, drains/pits/tanks, swimming/spa pools, bores etc. The particulars must clearly delineate new work from existing work by colouring or other suitable means.	☐

3	Demolition Management Plan and completed pro forma (See attachment).	☐
4	Noise Management Plan to include the details of neighbour notification(s), proposed working hours and demolition method and equipment proposed e.g., implosion method, jackhammers, rock-breakers etc. (See attachment).	☐
5	Vibration Management plan demonstrating that the level of vibration transmitted to adjoining buildings will not cause undue nuisance or damage.	☐
6	Rodent-bait certificate indicating that the building(s) to be demolished have been treated at least 14 days before the anticipated approval date.	☐
7	Copy of the demolition contractor's licence from WorkSafe Western Australia for the relevant classification of building to be demolished.	☐
8	WorkSafe Western Australia must be notified at least 5 working days before any demolition work is intended to begin. The Notification of Demolition Work form can be found on the Department of Commerce website www.commerce.wa.gov.au/WorkSafe/	☐
9	A Demolition Plan that includes the details of the materials used in the building to be demolished (eg. pre-stressed concrete floors etc.) and the equipment to be used for the demolition.	☐
10	Dilapidation survey and report of any buildings on the property(s) adjoining the demolition site.	☐
11	Dilapidation survey and report of the existing street infrastructure. The survey and report should include the current condition of existing kerbing, footpaths, street trees, rights-of-way etc..	☐
12	Completed Building and Construction Industry Training Fund Levy form if estimated GST inclusive work value exceeds $100,000. Effective 1 July 2026, the City of Perth will cease the collection of the Building Construction Industry Training Fund Levy (BCITF). All payments will be required to be made directly to the Construction Training Fund through its designated payment portal. Receipt of Payment is required to be submitted on lodgement of application.	☐
13	Contaminated Site assessment to determine the presence, location, type, extent and conditions of any hazardous materials detected (Acid Sulphate Soil, Asbestos, etc.).	☐
14	Any other information that the City may require.	☐

Additional Requirements

Demolition involving retention or stabilization systems

Full certified structural details must be provided for approval with the demolition permit application if any structures or excavations are likely to require structural support during the course of the demolition. Work of a building nature may require a Building Permit.

For details of forms, fees, levies and bonds refer to the City of Perth website cityofperth.wa.gov.au

Concrete frame buildings and buildings in excess of two storeys in height

The following additional requirements will apply:

A Structural Engineer needs to provide structural certification, supervision at critical stages and liaise with owners and tenants of adjoining affected properties.

1	Structural engineering certification of the proposed demolition methodology, including protection of the public. The engineer is required to specify any requirements as to the selection of equipment and demolition methodology for the purposes of minimising any damage to adjoining properties during the course of the works.	☐
2	Noise and vibration report from an acoustic consultant addressing the minimisation of nuisance and damage to adjoining properties and the environment. Report to include assessment methodology and monitoring of noise and vibration.	☐
3	Enhanced site management and detailing of all activities.	☐
4	Expansive neighbour notification and complaint handling methods.	☐
5	Comprehensive dust management and cleaning.	☐
6	Substantial site containment in the form of fences, scaffolding and hoardings to minimise nuisance and danger to the public.	☐

Heritage Buildings

For applications involving or adjacent to buildings with a heritage listing, three sets of the requisite documentation should be submitted to the Heritage Council WA for approval and endorsement. Two sets of these endorsed plans should then be submitted to the City of Perth for completion of the demolition permit process. The Demolition Permit will not be issued by the City until written comments have been received from the Heritage Council.

Implosions

Demolitions involving the use of explosive materials must also be submitted to and approved by:

Department of Fire and Emergency Services (DFES)	☐
WA Police	☐
Department of Industry and Resources	☐
WorkSafe	☐

Additional information required would include:-

Copy of demolition contractor's authorisation and competency to use explosives.	☐
Management plan indicating proposed road closures and protective measures for surrounding properties, pedestrians, evacuation procedures, etc.	☐
Public advertisement advising street closures and other required restrictive measures.	☐
Copies of Indemnity Insurances.	☐

Hazardous Materials

In accordance with AS 2601 – Demolition of Structures - A Hazardous Material Survey must be conducted in order to identify the presence of hazardous materials such as,

- Asbestos
- Lead or lead compounds
- Polychorinated Biphenyls (PCBs)
- Any other hazardous material(s)

The following additional requirement will apply to demolitions involving the existence of hazardous material;

Hazardous Material Management Plan - from a licensed person or business.	☐
The plan should identify the hazardous materials; address the legislative requirements and removal controls. The report should include the method of safe transport and disposal.	☐
Notification of asbestos removal submitted to WorkSafe.	☐
Copy of contractors licence to carry out hazardous material (asbestos) removal.	☐

Need more help?

If you have further questions, please contact the Development Approvals team on (08) 9461 3361 or building@cityofperth.wa.gov.au

perth.wa.gov.au

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Land Owner's Written Legal Authorisation

This form is to be used in place of supplying a letter, power of attorney, property management agreement, etc. to assist with meeting the Land Owner's written legal authorisation requirement under the Building Act 2011 for all building applications submitted to the City of Perth (class 1 and 10 applications do not require the Land Owner's signature or written legal authorisation).

I _____ (Full Name)

am _____ (Position/Title)

of _____ (Company Name)

as (please select only 1 of the following options):

- ☐ Land Owner
- ☐ Property Manager for
- ☐ Attorney for
- ☐ Strata Manager for

For (Land Owners Name/Strata Plan Number):

_____

_____

at _____ (Property Address)

am duly authorised to sign application forms, pursuant to the Building Act 2011, for and on behalf of the Land Owner stated above.

Full name: _____ Position: _____

Email: _____ Date: _____

Signature: _____

****NOTE: All relevant application forms MUST be signed by the person signing above.**

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Application Submission Checklist (includes E-Lodgement Applications)

Instructions: Please complete in full.

Please note that the checklist below is not a requirement in accordance with the *Building Act 2011*. However, this checklist is intended to bring awareness to Section 18 Subsection (2) of the *Building Act 2011*, which states that the permit authority may refuse to consider an application if the applicant does not comply with a requirement under subsection (1) within the specified time.

Requirements BA5 - Demolition Permit application form (make certain the below points are met).	**Yes**	**N/A**
a) Current BA5 form: available from Building approval forms | Department of Mines, Industry Regulation and Safety (commerce.wa.gov.au)		
b) Correct land address (Section 1, Page 1of the BA5 form to be completed including lot number, street number, street name, suburb and postcode).		
c) Estimated value of works (Section 2, Page 1 of the BA5 form) this figure must include GST.		
d) Number of storeys/levels being demolished only applicable to class 2-9 (Section 2, Page 1 of the BA5 form)		
e) Correct landowners name, details and signature (Section 3, Page 2 of the BA5 form, no signature required for class 1 & 10 applications):		
Appropriate legal authorisation for convenience complete the city's 'Land Owner's Written Legal Authorsation Form' attached to the Information sheet found at: Building Permits Licenses and Approvals | City of Perth This is compulsory for any person(s) signing on behalf of a company or another individual for all class 2-9 applications.		
f) Registered demolition "Contractor" (Section 4, Page 2 of the BA5 form, must include current Registration Number & Signature).		

Requirements BA5 - Demolition Permit application form (make certain the below points are met).	**Yes**	**N/A**
g) Section 6, page 4 of the BA5 form (must be completed and signed by the applicant).		
h) Location/Layout plan(s) (minimum requirement – google maps aerial image)		
i) Demolition Management Plan & Pro Forma available from the below link (right hand side under 'Downloads') Building Permits Licenses and Approvals | City of Perth		
Digital PDF copy of all plans & documents (either supplied with a hard copy application or up-loaded online as part of your e-lodgement application)		
BCITF levy form or receipt - for works exceeding $100,000 (BCITF form must be made out to the Registered Builder).		
Payment of the Associated Application Fees (refer to Building Act fees | Department of Mines, Industry Regulation and Safety (commerce.wa.gov.au) for the most up-to-date fees applicable).		
Have all relevant Pre-Permit conditions (if any) been met?		