DEMOLITION SCHEDULE OF WORKS
Application Checklist

This checklist includes all of the information required to deem the application 'complete' and enable Applications to be processed in a timely manner.

Please submit application along with this checklist to: city@busselton.wa.gov.au

Required Information	YES	N/A
Application Form • Completed BA5 application form • All sections of the form must be completed. • All property owner/s must be named on the form and signatures • The Applicant and contractor need to sign the relevant sections	☐	☐
CTF Levy payment receipt • The construction levy is on all projects in Western Australia valued at over $100,000 .Can be paid online at Construction Training Fund. Please provide receipt with submitted application	☐	☐
Plans • Site plan drawn to scale or aerial photo showing buildings to be removed • Photos of building to be removed	☐ ☐	☐ ☐
Utilities • Western power disconnection notice • Natural Gas supplier disconnection notice *if required*	☐ ☐	☐ ☐
Asbestos • There is no asbestos onsite (registered asbestos removalist not required) • There is **less** than 10m2 of asbestos onsite and will be handled and disposed of as per WA *Occupational Health and Safety Regulations 1996* (registered asbestos removalist not required) • There is **more** than 10m2 of asbestos on site: a registered contractor will be required	☐ ☐ ☐	☐ ☐ ☐
Prestart • Rodents - Baiting for rodents will commence 14 days prior to commencing works on site • Possums - the roof will be opened minimum of 2 nights prior to commencing on site to allow possums to relocate • Fencing - the site will be made safe and adequately fenced; safety signs installed; contractor details sign installed prior to commencing on site • Dust control - dust suppression measures (eg sprinklers) will be on hand and implemented to prevent nuisance to adjoining owners.	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐
Notifications • An approval has been issued as per the *Planning and Development Act 2005* • Are you a registered *Worksafe* contractor	☐ ☐	☐ ☐
Completion • The site will be raked clean and left free of all building material, rubble, and loose vegetation and BA7 Notice of Completion to be emailed to the city@busselton.wa.gov.au	☐	☐

Once application has been received the applicant will receive an invoice. Please refer to the Online Building Fee Calculator for fees.

Enquiries may be directed to Building Services staff on 9781 1732, via email at city@busselton.wa.gov.au or in person at the City Administration Building during office hours Monday - Friday.

All Communications to:

T (08) 9781 0444
E [illegible]@busselton.wa.gov.au
Locked Bag 1 Busselton WA 6280
www.busselton.wa.gov.au

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