

NOTICE TO ALL APPLICANTS:

**DEMOLITION LICENCE
And
BUILDING LICENCE APPLICATIONS**

- Commencement of work should not be undertaken until approval has been given and the appropriate licence is collected.
- It is an offence to commence work without the appropriate licence.

DEMOLITION LICENCES:

- A demolition licence takes approximately 2 working days to process. Whilst we endeavour to process your licence as quickly as possible some delays may occur. So place your application in 'good time'.
- **The owner of the property will need to contact the Rates Officer as soon as the work begins so the bin can be retrieved otherwise rubbish charges will continue to be applied. The Rates Officer can be contacted in the Shire Administration office.**

BUILDING LICENCES:

The speed in which your building licence is issued depends on you supplying us with the following documents as mentioned in the following guidelines:

- Appropriate plans and site plan x 2
- Water Corp approval (if required)
- Engineers certificate (if required)
- BCITF levy form completed (if required)
- Payment of Fees

APPROVAL:

- Approval time also depends on the complexity of the structure. As a result the time taken to process the application can range from 2 to 10 working days.
- If you wish someone else to collect your building licence, you must provide written authorisation.



SHIRE OF DERBY/WEST KIMBERLEY

FORM 3

APPLICATION FOR DEMOLITION LICENCE

Local Government (Miscellaneous Provisions) Act 1960 s. 374A
Building Regulations 1989 Regulation 10(2)

LG OFFICE USE ONLY

Application No: _____

To the Environmental Health Officer/ Building Surveyor

Application is hereby made for a licence to demolish/remove the building referred to in the undermentioned particulars.

ADDRESS: HOUSE NO _____ LOT _____ RESERVE _____
STREET _____ SUBURB/COMMUNITY _____

TYPE OF BUILDING: _____

(i.e. Residence, School canteen)

AREA OF BUILDING BEING DEMOLISHED- _____

TYPE OF BUILDING MATERIAL: _____

(i.e. Timber frame, asbestos walls, iron roof)

TO BE DEMOLISHED: Whole of Building Part Only. Details: _____

NUMBER OF STOREYS: _____

APPLICANT DETAILS: Applicant Name _____
Street Address _____
PO Box _____
Tel No _____ Mobile No _____
Fax No _____

OWNER DETAILS: Owner's Name _____
(if different from the applicant) PO Box _____
Tel No _____

CONTRACTOR DETAILS: Contractor's Name _____
Street Address _____
PO Box _____
Tel No _____ Mobile No _____
Fax No _____

ESTIMATED COST OF DEMOLITION: \$ _____

ANTICIPATED DATE OF DEMOLITION: _____

1. Does the building to be demolished contain radioactive exit signs? YES/NO
2. Does the building to be demolished contain any oxidization smoke detectors incorporating radioactive substances? YES/NO

If the answer to either of the above is YES, have the devices been removed and disposed of by the procedure approved by the Radiation Health Section of the Health Department? YES/NO
For advice and information on appropriate packaging and disposal of radioactive exit Signs and Ionization smoke detectors, please contact the Radiation Health Section on (08) 9389 2260, Fax: (08) 9381 1423.

3. Does the building to be demolished contain material composed of asbestos products, built in or attached? YES/NO

If the answer is YES, ensure that such products are removed according to procedures approved by Worksafe, and disposed of at sanitary landfill sites approved by the Department of Health of Western Australia. Please note that it is illegal to resell second-hand asbestos products.
For further information, please contact Worksafe Western Australia on (08) 9327 8777.

SIGNATURE OF APPLICANT: _____

DATE: _____

SIGNATURE OF OWNER: _____
(If different from the Applicant)

DATE: _____

SIGNATURE OF CONTRACTOR: _____

DATE: _____

Persons undertaking certain demolition work will be required to hold a current demolition licence from Worksafe.

It is your responsibility to contact Worksafe direct on (08) 9327 8777 if works on this application are for either a class 1, class 2 or class 3 demolition.