



CHECKLIST Demolition

NOTE: WARNING – This checklist forms part of your Development Application to Council. Take the time to read the information sheets then complete this checklist fully and accurately so that no unnecessary delays will occur in the acceptance and processing of your application.

A development application for demolition must be accompanied by details of the proposed replacement building other than the exceptions listed below:

- Buildings requiring demolition due to unsafe condition (including structural, fire hazard or asbestos related).
- Unauthorised buildings.
- Minor or ancillary structures such as carports, garages, swimming pools or other similar structures.
- Non-residential buildings (except where adjoining a residential property).
- Sites requiring decontamination.

NOTE: Please refer to the appropriate checklist for the proposed replacement building(s).

STATEMENT OF ENVIRONMENTAL EFFECTS

Is a detailed description of the proposal with comments on possible impacts to surrounding properties and the natural environment.

- It is Council's obligation to consider the effect of any proposal on adjoining properties and the natural environment.
- Applicants should address all possible issues in the design of the proposal. The Council may impose conditions on a development to reduce or remove an impact identified during the assessment of the application.

HERITAGE ITEMS AND DWELLINGS WITHIN CONSERVATION AREAS (As Identified In The Willoughby Local Environmental Plan 1995):

- Is the property a heritage item, within a Heritage/Conservation area?
- Adjoining a heritage item or
- Within the vicinity of a heritage item?

If yes, then a Heritage Impact Statement will be required.

WASTE MANAGEMENT PLAN

Your Waste Management Plan should at least identify the following issues:

- Type and amount of waste to be generated.
- On-site storage and any proposed treatment of waste.
- What materials will be reclaimed and/or recycled and/or re-used in the proposed development?
- What waste materials are to be disposed of and where are the materials to be sent to?

ASBESTOS REMOVAL

Demolition works involving the repair, removal or disposal of greater than 200m sq of asbestos cement must obtain a Workcover "Demolition License" and a current Workcover "Asbestos Removal License".

TRAFFIC PLAN

If at anytime there is impact on either pedestrian or vehicle access a traffic management plan is required.

Traffic plan to show disposal routes, traffic control measures and pollution control i.e. sediment traps.

PLANS

Four sets of plans accompanying all applications and must show the following information:

- North point (true north) and scale shown on all plans and diagrams.
- Site plan (scale not less than 1:200) with dimensions showing the location of the proposed demolition work (in colour) in relation to existing buildings and boundaries.
- Location of significant trees, rock outcrops and any drainage easements within 5 m of the proposed works (to be marked on site plan).
- Survey Plan prepared by a Registered Surveyor may be required where issues about existing levels arise.
- One A4 size of plans for neighbour notification.
- Any easements for drainage/rights of way.
- Any existing covenants and any proposed easements.

SUPPORTING DOCUMENTATION

- Details of all safety fencing restricting unauthorised access to the demolition site.
- Location and details of any hoardings to be installed around the site (located on council property).
- Is a work zone required to be installed around the site?
- A detailed arborist report if demolition is to occur within the drip line of trees to be retained.
- Photograph(s) of the location of the proposed work (for external works).
- Details of all methods of sediment control.

WEB SITES & REFERENCE MATERIAL

Willoughby Local Environmental Plan 1995

Willoughby Development Control Plan

www.willoughby.nsw.gov.au

SUBMISSION FOR ALL PROPOSALS CHECKLIST (to be included with your application)

- Have you spoken to a Council Building Surveyor/Planner prior to lodging your application? ☐ YES ☐ NO
What was their name? _____ What was the date? _____
- Have adjoining landowners and residents been consulted about the proposal? (Note: This often allows an early resolution of any problems) ☐ YES ☐ NO
- Does the proposal comply with each of Council's controls contained in any Development Control Plan applying to the proposal? ☐ YES ☐ NO
- Has any variation been justified? ☐ YES ☐ NO
- Where the proposal involves the demolition of all or part of existing buildings, has consideration been given to the heritage significance of such building(s)? ☐ YES ☐ NO
- If the property is a heritage item or within a conservation area, then a heritage impact statement and/or structural report is required. ☐ YES ☐ NO

NOTE: Please ensure all documentation listed below is submitted at lodgement. Otherwise this may delay acceptance and processing of the application.

THE FOLLOWING MUST BE SUBMITTED WITH ALL APPLICATIONS

- A completed application form & owners consent
- Four (4) sets of plans coloured showing demolition work
- Four (4) Statements of Environmental Effects
- Four (4) Waste Management Plan
- Four (4) full copies of all other supporting documentation
- One (1) A4 size copy of plans for Neighbour Notification
- Photographs of site and proposed area of works

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