SITE CERTIFIED
CERTIFICATORES AEDIFICIORUM

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Complying Development Certificate Checklist

Demolition of Houses, Granny Flats, Outbuildings and Swimming Pools

The documents below are needed before Site Certified can issue your Complying Development Certificate (CDC). Applications are lodged through the NSW Planning Portal with Site Certified Pty Ltd nominated as the certifier.

Items in the first table are the minimum needed to lodge and get your assessment started. The rest can follow, but the CDC cannot be issued until every applicable item is in.

Demolition is assessed under Part 7 of the Codes SEPP (the Demolition Code) and must be carried out to AS 2601-2001, The demolition of structures. Demolition that forms part of a new dwelling or alterations CDC is covered by that certificate instead.

Required documents

Minimum to lodge

	Document	Description
☐	**Planning Portal application**	CDC application lodged on the NSW Planning Portal, with Site Certified nominated as certifier. Include the estimated cost of works (materials and labour, incl. GST). Every registered owner must give consent.
☐	**Certification agreement**	Site Certified's signed Agreement for the Performance of Certification Work. This written contract is required under the *Building and Development Certifiers Act 2018* before we can start.
☐	**Demolition plan**	A site plan, to scale, showing the lot boundaries and dimensions, the north point, every structure on the lot with those to be demolished clearly marked, their approximate height and distance to each boundary, trees and vegetation, and the position and use of buildings on neighbouring lots.
☐	**Title search**	Confirms ownership and any restrictions on the lot. Available from NSW Land Registry Services through an information broker, or we can order it for you.
☐	**Section 10.7 Planning Certificate**	A current full certificate (sections 10.7(2) and (5)) from council. Confirms zoning, whether complying development is permitted, and any hazards affecting the lot. Apply to your council, or online through the NSW Planning Portal where your council offers it.

Required before the CDC is issued

	Document	Description
☐	**Waste management plan**	Lists each type of waste and its estimated quantity, what will be reused, recycled or sent to landfill, who is transporting it and the facility receiving it.
☐	**Asbestos details**	The estimated area of bonded (non-friable) asbestos and any friable asbestos to be disturbed or removed. For buildings built before 1990, have a hazardous materials survey done so this is known up front.
☐	**Asbestos removal contract**	Where more than 10 m² of bonded asbestos, or any friable asbestos, is to be removed: a signed contract with a licensed asbestos removalist that names the landfill site receiving the material (EP&A Regulation 2021, section 152). We must have it before any work starts.
☐	**Asbestos removal licence**	A copy of the removalist's SafeWork NSW licence: Class A for friable asbestos, Class B for non-friable.

	Document	Description
☐	**Demolition contractor details**	The demolisher's name, contact details and insurance. A SafeWork NSW demolition licence is required where the structure is 6 m or higher or other licensed demolition work is involved: a restricted licence from 6 m to 15 m, and an unrestricted licence above 15 m.
☐	**Service disconnections**	Evidence that water, sewer, electricity, gas and telecommunications will be disconnected or capped to each authority's requirements before demolition (Codes SEPP cl 7.2).
☐	**Water authority approval**	Your water authority's approval (for example Sydney Water Tap in) where the work is over or next to a sewer or water main, including sealing of the sewer connection.

Site-specific documents

Your certifier may ask for further documents once the application is lodged and assessed. These are the most common, usually triggered by the Section 10.7 Planning Certificate.

	Document	When it applies
☐	**Engineer's report for adjoining walls**	There is a wall on a neighbouring lot within 900 mm of the boundary. A professional engineer's report on how it will be supported must be lodged with the application, and the demolition must follow it. If a common wall is exposed, it must be weatherproofed when the work is finished (Codes SEPP cl 7.2).
☐	**Dilapidation report**	The building being demolished and a neighbour's wall are both within 900 mm of the same boundary. A dilapidation report on that wall is required before work starts (Codes SEPP Schedule 9).
☐	**Heritage conservation areas**	Lot is in a heritage conservation area or draft area. Only limited demolition is complying development there (Codes SEPP cl 7.1); most will need a DA.
☐	**Attached or semi-detached dwellings**	Demolition cannot take place within the front 6 m of the dwelling or forward of the roof ridge line (Codes SEPP cl 7.2).
☐	**Swimming pool removal**	The site must be restored to the adjacent existing ground level. Any fill must be virgin excavated natural material, compacted to AS 3798-2007, with pipework removed first.
☐	**Section 138 Roads Act approval**	Council's approval for a work zone, hoarding or skip bin on the footpath or road.
☐	**Tree permit**	A tree or other vegetation that needs council approval is to be removed or pruned. The permit must be held before the CDC is issued (Codes SEPP cl 1.18).
☐	**Owners corporation or community association approval**	Property is in a strata or community scheme. Prior written approval is required for work to the lot.

Before work starts

	Document	Description
☐	**Site set-up**	Temporary fencing or hoarding where the work could affect the public or neighbours, a site toilet, and run-off and erosion controls in place (Codes SEPP Schedule 9).
☐	**Site sign**	A sign showing the contractor's name and an after-hours contact number, and stating that unauthorised entry to the site is prohibited.
☐	**SafeWork NSW notification**	Licensed demolition work and licensed asbestos removal must be notified to SafeWork NSW at least 5 days before starting. Your contractor lodges this.
☐	**Security bonds**	Some councils charge a refundable bond to cover damage to kerbs, gutters and footpaths. We will tell you during assessment if one applies.

During and after demolition

- **Hours.** Demolition may only be carried out between 7.00 am and 5.00 pm, Monday to Saturday. None on Sundays or public holidays.
- **Asbestos receipts.** Send us the landfill operator's receipt showing that all asbestos named in the contract was received.
- **Keep it on the lot.** Stockpile demolished material within the lot and stop sediment being tracked onto the road.
- **Unexpected finds.** Work must stop if contamination or Aboriginal objects are found (Codes SEPP Schedule 9). Tell us straight away.

Long service levy, owner-builder, home building compensation, asbestos and demolition licensing thresholds checked against NSW Government sources on 17 November 2026. This checklist is general guidance only; the documents needed for your project are confirmed once your application is assessed. Codes SEPP clause references are to the version in force from 8 July 2026. The Building (Approvals and Practitioners) Act 2026 was assented to on 14 August 2026 but its building approval provisions have not commenced; this checklist will be updated when they do.