



## INFORMATION REQUIRED FOR A BUILDING PERMIT APPLICATION

### Swimming Pool, Spa and Safety Fencing

Complete this form & return it with the building permit application

The following is the minimum information that is required to be submitted for a building permit application.

Whilst the information required might seem excessive, please note that it is the Relevant Building Surveyors (RBS) responsibility to ensure that the application contains sufficient information to determine compliance with the Building Act and Regulations. It is not appropriate for the RBS to “mark-up” plans or accept notes on plans that are too general.

Where the RBS is not satisfied that the appropriate information has been provided they must not issue the building permit and should request further information.

Have you checked with the relevant officers if you require a Planning approval? (Note; where a planning approval is required, a building permit cannot be issued until the planning approval has been received).

#### **REQUIRED DOCUMENTATION**

- Completed application form (Form 1) signed & dated
- Copy of Certificate of Title
- (Owner Builders) a Certificate of consent from the Building Practitioners Board to act as an owner builder if the value of work exceeds \$16,000  
(Building Surveyors Copy to be provided)
- (Registered Builders only) A Certificate of Insurance under the Domestic Building Contracts Act for domestic building work exceeding \$16,000 in value, constructed by Registered Building Practitioners

(Original document to be provided)

- A Current Certificate of Compliance – Design, in accordance with Regulation 1507 and associated computations.
- Details of water filtration system must comply with AS 1926.3-2010.
- Barrier and Pools must be completed within 6 months of construction commencing on the swimming pool & associated barrier.

### GENERAL PLANS

- 1 copy of drawings (maximum size of A3, or if larger-electronic version supplied) to a scale of not less than 1:100, as detailed below;
  - **Elevation plan** – showing details of the safety fencing including the height, location, gates and their latch fittings.
  - **Floor plan** - fully dimensioned and labeled floor plan (adjacent to the pool) including, safety fencing location, room sizes, total floor areas, window / door sizes.
- 1 copy of site plan (maximum size of A3, or if larger-electronic version supplied) to a scale of not less than 1:500 or other appropriate scale showing the following information;
  - the boundaries and dimensions of the allotment and any relevant easements
  - the position and dimensions of the proposed pool and its relationship to—
    - i. the boundaries of the allotment; and
    - ii. any existing building on the allotment; and
  - the layout of the proposed drains to the point of discharge on the allotment
- A statement of the use or intended use of all buildings shown on site plan