

Building checklist for swimming pools, spas and safety barriers

What information do I need to submit with my application?

- Completed Application Form
- Permit Application Fee
- A copy of the Certificate of Title, Tile Plan and any encumbrances (if applicable)
- For Owner/Builders:** one (1) copy of Certificate of Consent from the Victorian Building Authority if value of works is greater than \$16,000.00
Or;
- For Registered Builders:** one (1) copy of signed domestic building contract, and
- Domestic building Insurance policy, one (1) copy if the cost of works is greater than \$16,000
- Building Plans, one (1) copy of fully dimensioned drawings at 1:100 to show:
 - Dimensions of pools, spa and location of barrier
 - Elevations
 - Sections
 - Location of structural members (Note: for additions, colours shall be used on drawings to differentiate between altered and unaltered areas)
- Allotment Plan, one (1) copy at 1:500 to show:
 - Boundaries and dimensions of the site;
 - Easements on the site or any adjoining properties (footing - angle of repose details if applicable)
 - Location of the site to the nearest street or corner
 - Position of the proposed building and its relationship to the site boundaries and any other buildings on the site, near side and front setback positions of any building that exists on all adjoining properties
- Specifications, one (1) copy for the building, or fully detailed notation on plans e.g. Type of fencing, pool
- Structural Engineer, one (1) copy of Certification Certificate, and
- Computations, one (1) copy for all in-ground concrete swimming pools, retaining walls over 600 mm in height, and Structural design members including connection details and accompanying reports (If applicable)

- Documents, please provide one (1) copy each of the following:
 - Design requirements of water reticulation and filtration system including drawings and details, skimmer box details, pump system details and location of suction point
 - Soil report for in-ground concrete swimming pools only
 - Town Planning permit and endorsed plans (If applicable) Note - Building & Town Planning applications can be lodged concurrently
 - Manufacturer's specifications Form 13 and brochure for above ground swimming pools
 - Contact South East Water on 131694 relating to backwash connection to the sewer and for approval to fill swimming pool and spas with water
 - Consent for Building over an easement from Knox City Council and South East Water or other relevant authority (If applicable)

Contact

If you have any questions regarding making a submission for a building application, please contact Building Services on 9298 8125.