

Swimming Pool and Spa Information Checklist



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SWIMMING POOL AND SPA INFORMATION

This checklist should be read in conjunction with the [Rules for Pools and Spas](#) publication by the Building Commission.

Approval:

A building permit is required under the Building Act 2011 and the Building Regulations 2012 prior to installing, constructing or altering swimming and spa pool barriers, including windows, doors and gates that provide access to a swimming or spa pool area. A building permit is also required for the construction of swimming and spa pools.

Fees:

There is a minimum fee of \$166.65 payable upon submission of a building permit application, consisting of a \$105.00 application fee and a \$61.65 Building Services Levy. Additional fees are payable when the estimated value of the proposed building works exceeds \$20,000.

All fees are payable at the time of lodging the application

Checklist:

1. Forms, Supporting Documents

- BA2 form** - Application for Building Permit Uncertified or
- BA1 form** - Application for Building Permit Certified
- Certificate of Design Compliance** (for certified application only)
- BA20 or BA20A Form** Consent from adjoining owner where proposed works may encroach or adversely affect neighbouring properties and adjoining land
- Water Corporation approval** for serviced lots is the responsibility of the builder and is to be obtained prior to commencement of works <https://www.watercorporation.com.au/moving-buying-and-building>
- Development Approval** - Provide proof of development approval e.g. Planning Approval, Planning Assessment, Pro-Forma Statement on Planning, or completion of relevant planning assessment sheet.

2. Plans

General note: Two (2) complete sets of plans, details and specifications must be submitted with your application. All plans and details must be legible, drawn to scale and include the Lot address and owner details.

- Site Plan (minimum scale 1:200)**
 - Clearly indicate all property boundaries, boundary dimensions and existing buildings
 - Clearly indicate the distance from the existing buildings and property boundaries to the proposed pool or spa
 - Existing development on adjoining land:
 - a) The location of any vehicle accessway, driveways or crossover located within 3 meters of the side boundary adjoining the development site; and
 - b) The ground levels of adjoining land adjacent to the side and rear boundaries

- Location of existing Effluent Disposal system (unsewered areas only)
- Locations and heights of stabilised embankments e.g. retaining wall(s)
- Position of isolation fence and gate location
- North point

Layout Plan (scale 1:100)

- All dimensions of the proposed pool or spa including depth
- Finished ground level
- Type of pool structure e.g. Concrete, Fibreglass, Vinyl
- Provide details of pool cover compliance to Australia Standards AS2020
- Isolation fence details i.e. type, height, footing size

3. Details

Pool Fencing

- Drawing and specification of materials to be used. To be placed on drawings or supplied detail measurements.

Pool Covers / Blankets

- An outdoor private swimming pool or spa associated with a Class 1 residential building must be supplied with a cover, blanket or the like that is designed to reduce water evaporation and is listed on the Smart Approved Watermark Scheme

4. Engineer Certification

Pool Certification

- Structural detail drawings signed by practicing engineer for structural adequacy or structural adequacy certificate as built signed by practicing engineer
- Individual specification for each body type
- Vinyl Lined Pools: Structural detail drawings signed by practicing engineer for structural adequacy showing concrete/brickwork specifications, footing dimensions, reinforcement size and location, wall thickness

Site Report

- When requested site classification as per Building Code of Australia
- Recommendations for earthworks, foundations and drainage

Retaining Wall

- Drawing and specification of materials to be used. If walls over 500mm, structural engineer certification is required.

Notwithstanding the above, it is at the discretion of the Building Surveyor assessing the plans as to whether more details will be required to be submitted in order to achieve the performance requirements relating to the relevant parts of the National Construction Code and the Western Australia Building Act 2011.

Disclaimer: This information checklist is produced by the Shire of Irwin in good faith and is correct at the date of publication. The Shire of Irwin accepts no responsibility for any ramifications or repercussions in providing this information. The material contained in this document is intended to provide general information to assist the understanding of requirements and regulations.