

# SWIMMING POOL & SPA PERMIT APPLICATION GUIDE

## *A Guide to Swimming Pool Safety Requirements*

What is legally required?

- ® All swimming pools and spas capable of containing a depth of water exceeding 300mm (30cm) must have suitable child resistant safety barriers.
- ® A Building Permit is required for the construction of all pools (including above ground/inflatable pools) and spas capable of containing a depth of water exceeding 300mm.
- ® A Building Permit is required for installing and altering all swimming pool and spa safety fences and barriers.
- ® Pool and spa safety barriers must be completed within six months of building work starting on the swimming pool or spa.
- ® Any swimming pool or spa safety barrier must be maintained in good working order.

## PERMIT APPLICATION CHECKLIST

This guide has been prepared to identify the minimum information required to be submitted with an application for a building permit. Please note this guide is not comprehensive and further information may be requested upon review of the application.

- Owner Builders must obtain a 'Certificate of Consent' from the Victorian Building Authority in order to obtain a building permit to carry out domestic building work valued over \$16,000. Please see the VBA website for the information kit and application ([vba.vic.gov.au/consumers/owner-builder](http://vba.vic.gov.au/consumers/owner-builder))
- Building Permit Application: Appointment Declaration; Owner builder declaration (where applicable)
- Building Permit Fees, GST, the Government Levy, and Lodgement Fee are required at time of lodgement.
- One (1) set of architectural plans and specifications to scale including:
  - (a) site plan to scale showing location of proposed pool/spa and safety barrier in relation to common boundaries, existing buildings and easements.



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(b) elevations, section details and structural details for the proposed safety barrier demonstrating compliance with AS 1926.1 & 1926.3 (as current).

Copy of Title and plan of subdivision in the owner's name or equivalent document. Where owner is not shown on the Title a letter confirming the transfer from your solicitor is acceptable. Details of restrictions on Title (covenants, etc) are also to be provided. Your Certificate of Title can be ordered on-line from the Titles Office website at [www.landata.vic.gov.au](http://www.landata.vic.gov.au).

Where an engineer has designed the pool or spa provide one (1) set of Structural drawings and computations together with a Certificate of compliance (1507) from the Structural Engineer.

Provide manufacture specifications of the proposed pool, spa or safety barrier

Details from the pool/spa supplier confirming compliance with AS1926.3 not limited to a section through the skimmer box, details of active main drain and suction point covers and details of the pump system.

Provide details on the disposal method for the swimming pool or spa backwash. Backwash must be connected to into the sewer or if no sewer is provided to a point approved by the relevant Council's Health Department.

Where the building work to be carried out is more than \$16,000 by a licensed General Builder, he shall provide a certificate of domestic warranty insurance as required by the Building Regulations.

Where planning approval is applicable a copy of the planning permit and endorsed drawings are required or alternatively if no permit is required provide written confirmation from the relevant Council's Planning Department.

Other.....  
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Should you have any further queries please contact ADI Building Services Pty Ltd.



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