



SWIMMING POOL & SPA PERMIT APPLICATION GUIDE

A GUIDE TO SWIMMING POOL SAFETY REQUIREMENTS

“Drowning is the most common cause of preventable death for children under the age of five in Victoria”

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 including windows, doors and gates that provide access to a pool or spa area.
- 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

To avoid unnecessary delays in processing your building permit application, this guide has been compiled 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 Building Practitioners Board in order to obtain a building permit to carry out domestic building work valued over \$12,000. Please contact the Building Commission on 1300 360 320 for an information kit.
- Building Permit Application; Appointment Declaration; Owner builder declaration (where applicable).
- A Permit Application Fee, GST, the Government Levy, and Lodgement Fee are required at the time of lodgement.
- Four (4) sets 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.
 - b) elevations, section details and structural details for the proposed safety barrier demonstrating compliance with AS1926.1-2007 & 1926.3-2003.

- 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.land.vic.gov.au
- Where an engineer has designed the pool or spa provide Four (4) sets of Structural drawings and computations together with a Certificate of Compliance (1507) from the design engineer.
- Provide manufacture specifications of the proposed pool, spa or safety barrier.
- 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 \$12,000 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.

Should you have any further queries please contact TJ Building Consultants