

Building Permit Checklist

Swimming Pool

- Complete building permit application form
- Complete owner agreement of building surveyor appointment
- Builder's contact details and contract amount
- Signed contract page of building contract, confirming builder's details and contract cost
- Builder's warranty insurance / owner builder certificate from Victorian Building Authority if carried out as owner builder
- Copy of title with plan of land or relevant plan of subdivision
- Evidence of ownership - if owner's name not on title (i.e. Rates notice)
- Existing sewer plan from sewer authority
- Engineering design plans, structural computations and certificate of compliance
- Hydraulic design (to AS1926.1)
- Pool fence plan (indicating type/height of pool fence (e.g. 1.2m high glass), access gates swinging away from pool, boundary fence height (if used as pool barrier) min. 1.8m high and top 900mm non-climbable on inside, windows into pool zone restricted to max. 100mm open, no doors into pool zone, indicating barrier to comply to AS1926-2012)

If applicable:

- Town planning permit indicating conditions and stamped plans from council
- Consent to build over easement/s or within 1m of pipe/s (from council and/or sewer authority)
- Protection works notices (to be determined by RBS)

Please note this is only a guide, a specific checklist will be provided after plan checking/application submitted.