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**DOCUMENTATION REQUIRED FOR A**

**SWIMMING POOL & SAFETY BARRIER**

**BUILDING PERMIT**

Please provide the following information as part of your Building Permit Application, which can be lodged via email to [adrian@viccentral.com.au](mailto:adrian@viccentral.com.au).

Alternatively, a User Name and Password can be provided upon request to allow online management of your building permit application via the Applicant Login at [www.viccentral.com.au](http://www.viccentral.com.au)

1. Completed Building Permit Application Form(Form 1)
2. Copy of Title, Plan of Subdivision & any relevantcovenants and/or 173 agreements.

Other evidence of ownership will be required if names are not listed on the Title (Rates Notice, etc)

1. Domestic Building Insurance (Registered Building Practitioners) – For works over $16,000

OR

Owner Builder Declaration (for works under $16,000), OR

Owner Builder Certificate of Consent (for works over $16,000) – To be obtained from the Victorian Building Authority [www.vba.vic.gov.au](http://www.vba.vic.gov.au)

1. From relevant council:

* Planning Permit with endorsed plans (if applicable)
* Report and Consent –Works over easements, etc, (if applicable)

1. Pool filtration details, skimmer box specifications, barrier, gate & latch specifications.
2. Protection Works Documentation – Form 7 & 8 (if applicable)
3. Soil Test Report (if applicable)
4. Engineers design and certification for pool and bond beam, etc.
5. Site Plan to indicate the following:

* Location of swimming pool & safety barrier, location of all boundaries and existing buildings, setback distances, type of safety barrier (tubular steel, glass, etc), along with gate location.