

# Customer Checklist

## Swimming Pools & Spa Pools



<b>Address of Works:</b>				
<b>Description of Works:</b>				
Please complete this form fully to ensure that you have provided all of the necessary documentation. It is advisable that you hand this checklist in with your application for a Building Permit.				
<b>Application Form</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
Application Form Completed <i>Proposal adequately explained, owner, builder, applicant details <u>all completed and signed</u>, correct value of works etc</i>				
<b>Other Shire Approvals</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
Planning Approval #				Date Issued:
<b>Plans &amp; Documentation</b>				
<i>PDF's of documentation are required to be submitted electronically by email to <a href="mailto:building@esperance.wa.gov.au">building@esperance.wa.gov.au</a></i>				
<b>Important Considerations</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
Show Positions of Any Existing Soak Wells and/or Leach Drains <i>Clearly shown that these will not be within 1.8m of the proposed footings</i>				
Show Positions of Existing Septic Tank <i>Clearly shown that this will not be within 1.2m of the proposed footings</i>				
A Registered Builder is Not Required			x	
<b>Plans &amp; Documentation</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
Engineering Plans: <ul style="list-style-type: none"> <li>Signed &amp; Currently Dated Engineering Plans for the Fibreglass or Concrete Pool</li> <li>Depth of Pool must be detailed</li> </ul>				
Site Plan Including: <ul style="list-style-type: none"> <li>Distance to Boundaries</li> <li>Distance to Existing Buildings</li> <li>Position of Pool Barriers</li> <li>Position of Gates – must open outwards from pool enclosure</li> <li>Position of Soak-well for backwash requirements</li> </ul>				

# Customer Checklist

## Swimming Pools & Spa Pools



Pool Barrier Details	Yes	No	N/A	Comments
<p>Specifications:</p> <ul style="list-style-type: none"> <li>• Footing Details are included with Specifications</li> <li>• Steel – Pool Fence Specifications provided</li> <li>• Glass – Pool Fence Specifications provided accompanied by Engineering Certification</li> <li>• Bunnings Pool Fencing - Note: Shire have downloaded the Specifications and Engineering Certification for Bunnings Glass Pool Barrier System &amp; Bunnings Steel Pool Barrier System</li> </ul>				Note: If you are choosing the Bunnings System, this will need to be noted on your plans
Additional Requirements	Yes	No	N/A	Comments
<ul style="list-style-type: none"> <li>• No doors from the dwelling may open into the pool enclosure area – pool must be isolated</li> <li>• Pool Cover Required for Energy Efficiency</li> <li>• Boundary Fence Height Specified (measured from ground level, or top of pavers to top of boundary fence)</li> </ul>				
Links to Helpful Information				
<p>The Building Code can be accessed and downloaded free of charge by visiting <a href="http://www.abcb.gov.au">www.abcb.gov.au</a></p> <p>You may wish to download Rules for Pools &amp; Spas by visiting <a href="https://www.commerce.wa.gov.au/publications/rules-pools-and-spas">https://www.commerce.wa.gov.au/publications/rules-pools-and-spas</a></p> <p>You may wish to download the most recent Fact Sheet from Building &amp; Energy by visiting <a href="https://www.commerce.wa.gov.au/publications/building-permits-private-swimming-pools-and-pool-fences">https://www.commerce.wa.gov.au/publications/building-permits-private-swimming-pools-and-pool-fences</a></p>				

Disclaimer: This information is provided as a guide only and should not be seen as a replacement for the information contained in the Standards and Regulations or substituted for an inspection by a suitably competent person. June 2024