



BA1 CERTIFIED
BUILDING PERMIT APPLICATION
CHECKLIST - POOLS / SPAS

1 Joaquina Street
PO Box 22
YORK WA 6302
P: (08) 9641 0500
E: records@york.wa.gov.au

PRIVATE SWIMMING POOLS / SPAS (Class 10B)

PROVIDE ONE HARDCOPY OR ONE ELECTRONIC COPY OF ALL DOCUMENTS (email to records@york.wa.gov.au)

BA1 Form Fully Completed & Signed	
BA3 Certificate of Design Compliance (CDC) from a private building surveyor	
All documents listed on the Certificate of Design Compliance (CDC)	
Copy of Planning Consent (if applicable)	
CTF Levy - evidence of payment (for works over \$100,000 in value)	
Plans and drawings (refer to checklist below)	
Specifications specific to the type of construction	
Engineering Details / Drawings	

PLANS

SITE PLAN to scale (minimum scale of 1:200) showing:

Lot boundaries		Position of any easements (if applicable)	
Site dimensions		Location of pool / spa safety barrier	
Proposed swimming pool / spa & all existing structures		Contours & natural ground levels	
Proposed swimming pool/spa setback dimensions from lot boundaries		Proposed retaining walls – top & bottom wall height from natural ground level	
Street name(s)		Location of effluent disposal system e.g. septic tanks & leach drains (if applicable)	
North point			

ELEVATIONS & SECTIONAL ELEVATIONS to scale (minimum scale of 1:50 or 1:100) showing:

Swimming pool / spa structural details		Structural Engineer's Certification on plans (if applicable)	
Swimming pool / spa shape			

The applicant will be contacted regarding payment of the applicable fees once the Shire has completed an initial check of the application and confirmed that all required documentation has been provided.

Notes:

1. This document is intended as a guide to assist in your application. You as the applicant are responsible for providing the correct information in your application.
2. It is the Applicant's responsibility to ensure that a building permit has been issued before commencement of building works. Building without a required permit may incur a fine of up to \$50,000 for a first offence.