

BUILDING PERMIT CHECKLIST

Swimming Pools

Please send all documents via a Dropbox link to reception@rbss.com.au

Note: If plans are scaled bigger than A3 then we also require 1 set of plans to scale

COMPLETED BUILDING APPLICATION FORM

TITLE
INCLUDING FULL SUBDIVISION PLAN
(Provide a copy of all covenants or agreements if listed)

PLANNING PERMIT AND ENDORSED PLANS
(If applicable)

PROPERTY INFORMATION Reg. 51 (2)
(Needs to be obtained from Council for all properties
outside of the COGB)

BUILDERS INSURANCE OR
OWNER BUILDERS *CERTIFICATE OF CONSENT*
(only if work is over \$16,000.00)

ENGINEERS COMPLIANCE CERTIFICATE
STRUCTURAL PLANS AND/OR COMPUTATIONS

SITE PLAN – must be to scale
(Detailing existing buildings, proposed pool including
depths, safety barrier location, gate, pumps and filters)

Fencing, gate and latch details
(Brochure)

Skimmer box details,
pump details, suction details, recirculation system

Please contact our office if you have any queries relating to the checklist or application form.
Applications maybe lodged on anticipation of receiving permits from council authorities.
A letter of confirmation will be mailed out upon receipt of application along with an invoice.

All fees must be paid prior to issuing of any building permit.