

Swimming Pools and Spas

A swimming pool is an excavation or structure containing water at a depth greater than 300mm used primarily for swimming, wading, paddling or the like. It includes a wading pool or spa.

What can I build?

The most common type of swimming pool is fiberglass; however pools can be constructed using concrete or a steel frame and liner. For more information refer to the [Rules for Pools & Spas](#) publication on the Building Commission's website.

www.commerce.wa.gov.au/publications/rules-poolsand-spas

The *Building Regulations 2012* require all private swimming pools and spas to have a compliant safety barrier that surrounds the pool or spa in accordance with the [Australian Standards AS1926.1-2012](#). For more information on safety barrier requirements, refer to the Safety Barrier information sheet on the Shire website.

Do I need a Building Permit?

A Building Permit is required for the construction, erection, assembly or placement of a swimming pool and/or spa that is capable of containing a depth of water of more than 300mm. Inflatable and portable aboveground pools are not exempt and will require a Building Permit.

How long does it take to get a Building Permit?

The *Building Act 2011* sets time frames in which the Shire of Capel has to assess and determine an application for a Building Permit. The applicable timeframe depends on whether the building application is Uncertified or Certified.

It is important that you are aware of allowed time frames prior to lodging your application and that your application documentation is complete at the time of submission.

Should further information be required by the Shire of Capel in order to assess the building application, the applicant may be given up to 21 calendar days in which to provide the outstanding information. If the information is not received within the 21 days, the application may be refused unless mutual consent has been granted for a further 21 days.

Uncertified Building Applications

An Uncertified Building Application can be submitted for Class 10 structures such as swimming pools or spas.

The Shire of Capel has up to 25 business days from the date of lodgement to assess the application and issue a Building Permit. The required Certificate of Design Compliance will be issued by the Shire of Capel as part of the application process.

Certified Building Applications

A Certified Building Application can be submitted for all Classes of structure.

Prior to lodging a Certified Building Application to the Shire of Capel, a private Building Surveying Practitioner would need to be engaged to issue a Certificate of Design Compliance.

The Shire of Capel has up to 10 business days from the date of lodgement to assess the application and issue a Building Permit.

How long until my permit expires?

A Building Permit is generally valid for two years from the date on which it was granted.

If more time is required to complete the building works, you can apply for an extension of time of up to a further six months by making a formal application and paying the prescribed fee.

What happens when I have completed my building works?

The nominated builder on the Building Permit must submit a Notice of Completion BA7 form to the Shire of Capel within seven days and an inspection must be conducted before swimming pool or spa can be filled with water. The Shire's Swimming Pool Inspector conducts pre-installation, final installation and 4 yearly maintenance inspections.

Building Application Checklist – Swimming Pool & Spa

BA2 – Uncertified Application

| Approvals & Forms | Further Information | Attached | |
|---|---|----------|-----|
| | | Yes | N/A |
| Planning Approval | Prior planning approval may be required. Please contact Shire of Capel's Planning Department to ascertain if planning approval will be required for your application. | | |
| Health Approval | Please contact Shire of Capel's Health Department to ascertain if there are any health requirements for your application. | | |
| Uncertified Application Form | BA2 applications will be assessed within 25 working days of lodgment. | | |
| Fees | Refer to Fee Schedule. http://capel.wa.gov.au/plan-build/building-services/forms-fees/ | | |
| Required Documents | One copy of all documents required | Yes | N/A |
| Site Plan (Scale 1:200) | Show contour survey and/or spot levels. | | |
| | Proposed finished floor levels and finished ground levels. | | |
| | The distance the proposed structure will be setback from the lot boundaries. | | |
| | Septic systems (if applicable). | | |
| | North Point. | | |
| Building Specifications | | | |
| Structural Engineers Detail | | | |
| Encroachments/work affecting other land | | | |

Please ensure all required documents are submitted as incomplete applications will delay the issue of a Building Permit

This Information Sheet is produced by the Shire of Capel in good faith. The Shire accepts no responsibility for any ramifications for providing this information, which is correct at the time of writing but subject to change without notice.

Building Application Checklist - Swimming Pool & Spa

BA1 – Certified Application

| | | Attached | |
|----------------------------------|--|----------|-----|
| Approvals & Forms | Further Information | Yes | N/A |
| Planning Approval | Prior to lodging a certified building permit application, a development approval (DA) must be granted, <i>if applicable</i> . | | |
| Health Approval | Prior to lodging a certified building permit application, please contact Shire of Capel's Health Department to ascertain if there are any health requirements for your application. | | |
| Certified Application Form | BA1 applications will be assessed within 10 working days after lodgment. | | |
| Fees | Refer to Fee Schedule. http://capel.wa.gov.au/plan-build/building-services/forms-fees/ | | |
| Required Documents | One copy of all documents required | Yes | N/A |
| Certificate of Design Compliance | BA3 Certificate of Design Compliance (CDC). | | |
| Plans & Specifications | A copy of all plans & specifications listed in the CDC. | | |
| Technical Certificate | A copy of each technical certificate relied on by the building surveyor. | | |

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