

## Documentation Checklist - Pool

1. Signed letter of appointment from the Owner and application form.
2. Proof of ownership being copy of title and plan of subdivision, this is also required to include any encumbrances, covenants or agreements referenced on title. A title search can be provided at an additional cost.
3. Builders details and warranty insurance for the project.
4. Copy of town planning permit and endorsed plans. (if Applicable)
5. Site plan at not less than 1:500 to include:
  - a. Location of proposed works, including location of the pool pump and skimmer box.
  - b. Dimensions of the proposed works
  - c. Setbacks of proposed works to allotment boundaries and any existing buildings
  - d. Location of north
  - e. Site and floor levels, particularly on sloping sites where site survey may be required
  - f. Location existing stormwater if applicable and proposed stormwater
  - g. Measurement to the nearest intersecting street corner
6. Engineers design for the footing system, computations and a certification for the design at the designated address in the format of Victorian Building Regulation 126. The 126 certification is required to be addressed to relevant building surveyor;

Jordan Florance BSU42133  
Permission to Build  
PO Box 37 ECHUCA VIC 3564
7. Details of the proposed pool fence, copy of the specification of the fence itself along with a section detail of how the fence will be constructed ie. if glass fence how the supports will be attached to a deck or attached to concrete, if tube fence the size and depth of any concrete footings and how the gap of less than 100mm will be maintained underneath the barrier.
8. Details and a copy of the specification of the proposed pool skimmer box and filtration system.