

Fast Track Planning Application Swimming Pool & Spa Checklist

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When is a planning application required for a Swimming Pool or Spa and associated fencing required?

The zone of your property and the existing development/land uses already on your property will affect whether you require a planning application. The table over the page should assist you in determining whether you are required to lodge a planning application.

When is a Swimming Pool/Spa not a Fast Track application?

A Swimming Pool/Spa application is **not** a Fast Track application in the following instances:

- Requires Council to determine the application
- The subject property being located within a Heritage Area or on a Heritage List;
- Require one or more State Government Agency or Committee referrals;
- Require public consultation with surrounding landowners;
- Is a retrospective application; or
- Propose significant variations to the current Local Planning Scheme and/or Local Planning Policies.

How do I prepare my planning application?

The following information is required to be included in your planning application. You may submit your application to the City via post or in person. Please note that the City does not currently accept electronic planning applications.

Documents	When are they required?
1. City of Swan Planning Application Form	Always
2. Metropolitan Region Scheme Form 1	Always
3. Payment of relevant Planning Fees & Charges	Upon receipt of your application we will invoice you
4. A current ASIC Search Extract from the Australian Securities and Investment Commission (ASIC) database	If the property is owned by a company or business
5. Current copy of the property's Certificate of Title	Always
6. Completed Swimming Pool – Customer Checklist & Questionnaire	Always
7. One (1) copy of a Site Feature Survey	Always
8. Three (3) copies of a Site Plan drawn to scale	Always
9. Three (3) copies of a Floor Plan drawn to scale	Always
10. Three (3) copies of a set of Elevation Plans drawn to scale	Always
11. One (1) copy of a Stormwater Drainage Plan	Always

Further Information

If you need further information about planning in Swan:

Visit our website: [www.swan.wa.gov.au/Planning, Building, & Engineering/Planning](http://www.swan.wa.gov.au/Planning_Building_&_Engineering/Planning)

Call us: 9267 9267 (between 8:00am and 5:00pm, Monday to Friday)

Visit us: 2 Morrison Rd, Midland (between 8:00am and 4:30pm, Monday to Friday)

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Zones	Where the following development/land use exists on the property	A planning application for swimming pool, spa and associated fencing is required in the following instances
<p>Zones in which the Residential Design Codes (R-Codes) are applicable</p> <p>(Note - these may include but are not limited to the following zones:</p> <p>Residential Development Zone;</p> <p>Residential Redevelopment Zone;</p> <p>Residential Zone;</p> <p>City Centre - Residential Zone; and</p> <p>Some of the Special Use Zones)</p>	<p>Single House or Grouped Dwelling</p>	<ul style="list-style-type: none"> • Does not comply with the R-Codes Deemed-to-comply provisions; or • Is located on a property which: <ul style="list-style-type: none"> ○ is within a Heritage Area; or ○ is on a Heritage List; or ○ is the subject of a order under Part 6 of the Heritage of WA Act 1990; or ○ the subject of a heritage agreement entered into under s.29 of the Heritage of
<p>Residential Development zone</p> <p>Residential Redevelopment zone</p> <p>Residential zone</p> <p>City Centre - Residential zone</p> <p>All Special Use Zones</p>	<p>The property is vacant or contains buildings and/or structures that do not include a Single House or Grouped Dwelling</p>	<p>If the pool/spa and associated fencing:</p> <ul style="list-style-type: none"> • Has an area greater than 100m²; or • Is to be used for a purpose other than domestic; or • Is located on property that is within a heritage area or on a heritage list.

Zones	A planning application for swimming pool, spa and associated fencing is required in the following instances
<p>General Rural</p> <p>Special Rural</p> <p>Swan Valley Rural</p> <p>Rural Living</p> <p>Rural Residential</p> <p>Landscape Resource</p>	<p>Where the pool/spa and associated fencing:</p> <ul style="list-style-type: none"> • Has an area greater than 100m²; or • Is located: <ul style="list-style-type: none"> ○ outside of an approved Building Envelope; or ○ where there is no approved Building Envelope it is positioned so that it does not comply with the subject zone's prescribed boundary setback requirements; or ○ where the zone has no prescribed setbacks, it does not comply with the General Rural Zone's prescribed boundary setback requirements; • Is to be used for a purpose other than domestic; or • Is located on property that is within a heritage area or on a heritage list.

Fast Track Planning Application Swimming Pool & Spa Checklist & Questionnaire

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1. What buildings currently exist on the subject property? _____

2. Please indicate the dimensions and area of the swimming pool/spa in the below table?

Length	Width	Area

3. Does an approved Building Envelope affect the subject property? Yes No
 (Note – if the proposed swimming pool or spa and associated fencing is located outside of the Building Envelope you will be required to lodge a planning application)

4. Please indicate in the table below, how far the proposed Swimming Pool/Spa and associated fencing is intended to be setback from the property’s boundaries in metres?

Front Boundary	
Side Boundary	
Side Boundary	
Rear Boundary	

5. Is the subject property located within the Guildford or Woodbridge Heritage Areas (see below)? Yes No

Customer Checklist Administration

Customer Checklist Owner			
Business Unit Name	Officer Title	Contact Number	
Statutory Planning	Coordinator Statutory Planning Reform	(08) 9267 9691	
Document Ref.	Doc. Set ID 1712016	Review Frequency	Needs basis - when statues, regulations or policy change.

Version	Decision Reference	Decision Date	Summary of Changes/Actions
1	Coord. Stat. Planning Reform	18/08/2011	Created & published.
2	Coord. Stat. Planning Reform (Acting)	02/07/2014	Removed questionnaire.
3	Coord. Stat. Planning Reform (Acting)	22/07/2014	Minor modifications.
4	Coord. Stat. Planning Reform	15/06/2017	<ul style="list-style-type: none"> Added questionnaire Reformatted and edited content to make consistent with new website content.