

Application for

# **Certificate of Building Compliance for Pools / Spas & associated Barriers**

**Building Act 2011  
Building Regulations 2012**

Office use Only

Application Number

## Application Form

### Property Address

Lot Number:	House Number:	Street Name:
Suburb & Post Code:		

### Type of Unauthorised Structure

Pool / Spa       Barrier for Pool / Spa       Pool / Spa and associated barrier

Floor area of the structure

m<sup>2</sup>

### Applicant Details

Applicant Name:

Applicant Address:

Applicant Preferred Numbers: (Mobile)

Applicant Email Address:

I wish to engage the services of the City of Swan to prepare a Certificate of Building Compliance as per the attached Terms and Conditions.

I hereby certify that the plans, drawings and other documentation provided or subsequently supplied at the request of the City of Swan are a current and accurate representation of the existing building works to which this application relates.

I hereby acknowledge that the Certificate of Building Compliance does not constitute an approval for the built structure(s) and that a separate **Building Approval Certificate** application must be submitted under the Building Act 2011.

Applicant's Signature:

Date:

## Terms and Conditions

### Application

1. The Applicant wishes to submit an application for a building approval certificate and seeks to engage a Building Surveyor of the City of Swan to prepare the Certificate of Building Compliance for the existing building works.
2. The City has agreed to provide the service of a qualified Building Surveyor upon the terms and conditions contained in this Application.
3. The Applicant must complete the attached application form and submit it with the documents listed below/where applicable:

#### Drawing Package

- Architectural Drawings- Site Plan, Floor Plan, Elevations
- Any other drawings as requested by the City of Swan

#### Technical Documents

- Structural Engineer's Certification or Structural Engineer's Drawings (certified)
- Any other documents as requested by the City of Swan
- **An Inspection Certificate from an authorised person that confirms the safety barrier complies with the requirements under the Building Regulations 2012.**

**Specifications** i.e. precise details of design and materials used.

4. Fees are payable at lodgement.
5. The applicant should retain a copy of this document

### Fees:

<b>Certificate of Building Compliance application fee</b> (These fees are inclusive of GST)	Minimum 2 hour Assessment Fee	<b>\$326.40</b>
	Additional Assessment Fee as required	<b>\$162.90</b> per hour

<b>Initial Inspection fee per Swimming Pool / Spa Barrier</b> (This Fee is GST Exempt)	<b>\$125.00</b>
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### Note:

- Where extra information or amended documentation is required, an additional hourly fee will be payable.
- **If you do not have an inspection certificate for the safety barrier, and you require the City to undertake an inspection an initial inspection fee of \$125.00 will be payable.**
- Fees are non-refundable

## Provision of Certificate

1. The City undertakes to provide a suitably qualified Building Surveyor to examine the drawings and specifications and to address any specified requirements contained in Building Act 2011.
2. The Applicant acknowledges that this Application relates only to the provision by the City of a Certificate of Building Compliance and that other documentation, assurances, certifications and fees are required to allow the City, as permit authority, to grant a building approval certificate.
3. Additional costs will apply for:
  - a. Meetings that the City attends on behalf of the applicant
  - b. Site inspections
  - c. Additional expenses including photocopying, printing and courier charges
4. If the Applicant has not addressed any request by the City for information within 21 days or there is an outstanding payment due, the City may decline to act.
5. The City will not approve or issue the Certificate of Building Compliance until all fees are paid.
6. The obligations of the City terminate on the provision of a Certificate of Building Compliance to the Applicant unless otherwise agreed by the parties in writing.

## How to lodge this application

By Email: [eApplications@swan.wa.gov.au](mailto:eApplications@swan.wa.gov.au)  
By Mail: PO Box 196, Midland WA 6936  
In Person: City of Swan Administration Centre, 2 Midland Square, Midland  
By Fax: 08 9267 9444