

# **APPLICATION CHECKLIST**

## **DOCUMENTS REQUIRED FOR SWIMMING POOLS CLASS 10B**

When submitting a building application for swimming pools (in-ground or above ground) the following forms and drawings are required.

### **Application Forms required**

- IDAS Form A & B - See fact sheet for details on how to complete these forms.
- Copy of completed ACA contract.

### **Site Plan (1 copy)**

- Correct shape
- Correct to scale 1:200 to 1:500 (show easements if any)
- Show all site dimensions
- Show all building dimensions (including existing buildings)
- Show all distances to boundaries
- Show all streets
- Show building envelope (where applicable)
- Indicate location of pool on the site plan including distances from property boundaries.
- Indicate location and type of pool fencing including position of filter and pool gate.
- Provide details of how pool fence complies with Council requirements & Australian Standards
- Sewer Location

### **Sewer location Plan & Drainage Plan**

Can be obtained from the local authority and should show depths and distances.

### **Additional information required for all types of Swimming Pools**

- Proof of ownership. E.g. Rates notice, title search or property transfer form

### **Queensland Building Services Authority (QBSA)**

- Copy of the QBSA Owner/Builder
  - \$1 to \$11,000 — not required
  - \$11,000 — Complete Owner Builder Course & obtain OB Licence from QBSA.
- If licensed builder — provide QBSA licence number and builder details on form A & B

### **Information required for concrete In-ground pools (1 copy)**

- Copy of Structural Plans
- Form 15

### **Information required for Fibreglass Pools (1 copy)**

- Manufacturer's Certification
- Form 15

### **More Information**

For more information on completing and IDAS application form and the plans required, you can visit the following website: [www.ipa.qld.gov.au](http://www.ipa.qld.gov.au)

For more information on the requirements of the owner builder's course available through TAFE visit the Queensland website at: [www.tafe.qld.gov.au](http://www.tafe.qld.gov.au)

For more information on requirements for building services authority (BSA) insurance or how to apply for an owner builders permit visit the QBSA website at: [www.bsa.qld.gov.au](http://www.bsa.qld.gov.au)

### **Please Note:**

The above list should not be read as a definitive list but used as a guide to assist with preparing an application and if further information is required ACA will contact you.