



**BA2 UNCERTIFIED  
BUILDING PERMIT APPLICATION  
CHECKLIST - POOLS**

395 Fitzgerald Street  
PO Box 613  
NORTHAM WA 6401  
P: (08) 9622 6100  
F: (08) 9622 1910  
E: records@northam.wa.gov.au  
W: www.northam.wa.gov.au

SHIRE OF NORTHAM ★ Climate Zone 4 ★ Region A1 ★ Earthquake Zone

**PRIVATE SWIMMING POOLS (Class 10b)**

INFORMATION REQUIRED TO BE ATTACHED TO YOUR APPLICATION	YES	N/A
Please tick applicable box		
<b>ONE (1) HARDCOPY OR ELECTRONIC COPY OF THE FOLLOWING:</b>		
BA2 Form (Application Form) Fully Completed and Signed		<b>REQD</b>
Infrastructure Permit Application Form (applicable to all In-ground pools)		
BA20 Form (Adversely Affecting Other Land) Fully Completed (if required)		
Copy of Planning Approval (if required)		
CTF Levy form completed or copy of online receipt (Can be completed at the Shire Office – Applicable to Works over \$20000)		
Heritage Approval (if applicable)		
<b>Plans</b>		
<b>SITE PLAN to scale (minimum scale 1:500) showing:</b>		
<ol style="list-style-type: none"> <li>1. Boundaries and position of the block, Street Names and Contours</li> <li>2. Location of proposed pool, pool fence and gate/s with boundary clearances (setbacks) clearly marked</li> <li>3. Location of existing structures incl. retaining walls and septic details including setback dimensions</li> <li>4. North point</li> <li>5. Extent of earthworks</li> <li>6. Location of easements and any services</li> </ol>		
<b>POOL DETAILS to scale (minimum scale 1:100) showing:</b>		
<ol style="list-style-type: none"> <li>1. All Dimensions including size</li> <li>2. Details for proposed pump &amp; filter system and method of disposal of backwash water within lot boundaries</li> <li>3. Notes on plans to include that a cover or blanket to be supplied which is accredited under the Smart Approved Watermark Scheme</li> </ol>		
<b>ELEVATION DRAWINGS showing:</b>		
<ol style="list-style-type: none"> <li>1. Natural ground level</li> <li>2. Pool Depths</li> <li>3. Proposed Finished Ground Level</li> <li>4. Retaining wall heights and details if applicable</li> <li>5. Pool Fencing details including post footings</li> </ol>		
<b>PLANS TO BE INK SIGNED BY A PRACTISING STRUCTURAL ENGINEER:</b>		
<ol style="list-style-type: none"> <li>1. Pool Structure if an in ground pool</li> <li>2. Retaining Wall Details if applicable</li> </ol>		
<b>FEES to be Paid:</b>		
CTF levy (for Work over \$20 000 in Value)		
Value of construction (inc. GST) \$            x 0.2% = \$		
Building Services Levy Fee (all applications)		
Value of construction (inc. GST) \$            x 0.137% = \$                            (minimum fee \$61.65)		
Uncertified Building Application Fee		
Value of construction (inc. GST) \$            x 0.32% = \$                            (minimum fee \$ 110.00)		
Infrastructure Bond for potential rectification of the Shire's Infrastructure ( \$1080 if it is an in-ground pool on a bitumen road)		
Infrastructure Permit Application Fee - \$190.00 if bond is applicable		
<b>TOTAL</b>		



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I (enter name) \_\_\_\_\_ being the applicant for this permit, acknowledge that should any information marked as included, not actually be included, the application will become an incomplete application and therefore may be returned without assessment.

Signed:

Date:

**PLEASE COMPLETE THIS SECTION IF PAYING BY CREDIT CARD**

Name as shown on Card ..... Signature.....

Amount \$..... Expiry Date...../..... CCV.....

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**ALL FEES MUST BE PAID IN FULL BEFORE A BUILDING APPLICATION WILL BE ACCEPTED**

**OFFICE USE ONLY**

Receiving officer name:

**ALL FEES MUST BE PAID IN FULL BEFORE A BUILDING APPLICATION WILL BE ACCEPTED**

**NOTES:**

1. Approval for the installation of a pool will not be granted until a suitable barrier (Pool Fence) has been approved.
2. This document is intended as a guide to assist in your application. You as the applicant are responsible for providing the correct information in your application.
3. To ensure that your building application complies with required development approval and the Shires planning strategies please contact the Shire of Northam's Planning Department and arrange a suitable time for an Officer to assess your development.
4. It is the Applicant's responsibility to ensure that a building permit has been issued before commencement of building works. Building without a required permit may incur fines of up to \$50 000 for a first offence.
5. Fees may be subject to change.