

User Guide for Building Consent Applicants

SWIMMING/SPA POOL

Please return to the Waipa District Council with your completed Building Consent application.

APPLICATION

Note :- Fee deposit required with application.

	Applicant to complete		Office use only
	Yes	N/A	
Have you provided two copies of:			
Plans			
Specifications			
Fencing Specification			
Are the plans done in black lines on a white background?			
Have you used the correct valuation number, legal description and location address?			
Has the application form been completed correctly signed and dated?			
Is the copy of the Certificate of Title or Sale Purchase Agreement provided?			
Has the correct total value of building work been shown?			

SITE PLAN – SCALE 1:100

Note: Cross Section Scale 1:100 – 1:50 Construction details Scale 1:50 1:20 – 1:10

Does the site plan show the location of the proposed pool with the set-backs from all boundaries?			
Has doors and windows of adjoining buildings been shown? *			
Has pool fence with access gates been shown?			
Has all the existing sanitary and stormwater drains been shown?			

*** NB:- Where a building forms part of the fence:**

- all window openings are to be fitted with childproof locks or restrictor stays
- all door openings are to be self-closing and latching or an automatic pool cover and door alarms are to be fitted.

SPECIFICATION

Manufactures brochure including the installation details of the proposed pool?			
Has a scaled cross section through the pool, showing all construction details and the proposed pool depth been supplied?			
Has an Engineer's producer statement been provided for the proposed pool?			
Have the calculation/ drawing also been supplied?			
Is a copy of the Manufactures brochure of the proposed pool fence supplied?			
Are the dimensions of the fence detailed?			

WATER SUPPLY

Note: If you are proposing to use Councils water supply, a water meter and backflow preventor will be required (this will be carried out by Council at applicant's cost).

Does your supply currently have a water meter fitted?	YES	NO
Are you proposing to use Councils water supply?	YES	NO

IMMEDIATE POOL AREA

Note: The area within the pool fenced area must not contain objects to encourage children into the area.

Are there any of the following in the area?	YES	NO
Vegetable garden	YES	NO
Clothes Line	YES	NO
Vehicle access	YES	NO
Pedestrian access from street through pool area	YES	NO
Child's sandpit/slide or swing	YES	NO
Self Closing and self locking Gates	YES	NO
No holes or gaps in the fence that may provide child access	YES	NO
No objects close to the pool fence or otherwise accessible that could assist children climbing the fence, like compost bins, firewood stacks or similar.	YES	NO

OFFICE USE ONLY

Application does not comply with B.C.A's documentation requirements. Reasons:	Application NOT accepted:
Application returned to applicant:	

Application complies with B.C.A's documentation requirements.	Application Accepted:
Application forwarded to C/S admin /enter in to Proclaim:	