	<b>DEVELOPMENT APPLICATIONS</b> <b>Checklist for Swimming Pools &amp; Spa Pools</b>	Document No:	ENV007D
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Effective 31 July 2020, a new planning system – PlanSA applies across South Australia’s outback and rural areas.

PlanSA includes the new Planning and Design Code and associated ePlanning Portal, replacing hard copy Council Development Plans and the manual processing of Development Applications.

Development Applications can now be lodged and tracked online at [www.plan.sa.gov.au](http://www.plan.sa.gov.au).

\* The new planning system will be implemented in large regional towns and metropolitan areas later this year.

## HOW TO LODGE AN APPLICATION

There are several ways you can lodge an application in the new planning system:

- **Via the PlanSA ePlanning Portal**

Development Applications can be lodged on the ePlanning Portal via [www.plan.sa.gov.au](http://www.plan.sa.gov.au).

For detailed guidance on how to submit an application download the ‘Guide to submitting a Development Application’ from Plan SA via [www.plan.sa.gov.au/about/learning\\_and\\_support](http://www.plan.sa.gov.au/about/learning_and_support).

**No forms will be required if you are lodging on the ePlanning Portal as these are built into the system.**

- **Via email, post or in person**

Should you choose to not lodge on the ePlanning Portal, Development Applications (along with all statutory forms) can be emailed, posted or delivered to Council. An additional **\$83 processing fee** per application will be applicable for any Development Applications that are not lodged through the ePlanning Portal.

## CHECKLIST (all statutory forms are available from [www.plan.sa.gov.au/resources/forms](http://www.plan.sa.gov.au/resources/forms))

☐ **Development Application Form** (statutory form – not required if lodging on the ePlanning Portal)

☐ **Electricity Infrastructure Declaration** (statutory form – not required if lodging on the ePlanning Portal)

All applications lodged must include a signed copy of an Electricity Infrastructure Declaration. This can be completed by an Applicant or the Property Owner. A guideline “Building Safely near Powerlines” is available from the Council Office or on the Council website at [www.dcgrant.sa.gov.au](http://www.dcgrant.sa.gov.au) to assist you in filling out this form.

☐ **Native Vegetation Declaration** (statutory form – not required if lodging on the ePlanning Portal)


All applications lodged must include a signed Native Vegetation Declaration to declare whether or not native vegetation is to be removed as part of the development approval.

☐ **Site Plan** (up to A3 only if lodged in hard copy) - must show boundary distances from Swimming Pool in 4 directions, location of existing buildings, property entrance(s), and other relevant screening features such as treeplanting

☐ **Plans** - to scale, showing plan, elevations

☐ **Construction Detail** - descriptive structural detail and calculations

☐ **Fencing** - method of fencing to comply with AS1921

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☐ **Construction Industry Training Board Levy**

If the development cost is greater than \$40,000, a receipt showing that the Training Board Levy has been paid must be provided to Council. The Training Board Levy in relation to Second-hand Transportable Dwellings applies to transportation/installation costs only.

CITB Levy fees can be paid online at [www.citb.org.au](http://www.citb.org.au)

☐ **Change of Ownership Letter**

If you have purchased this property recently and the Title is not yet in your name, you are required to provide a letter from your Land Broker advising that settlement has been completed and that documents have been lodged with the Land Titles Office for transfer of title.

## **PAYMENT OF FEES**

A key change in the new planning system is that fees **are not required** at lodgement.

Payable fees are determined and invoiced by Council within 5 business days after an application has been lodged. This is part of the verification process.

A Development Application formally enters the development assessment process once fees have been received.

*Forms are available at the Council Office or on the PlanSA website at [www.plan.sa.gov.au/resources/forms](http://www.plan.sa.gov.au/resources/forms)*

**PLEASE NOTE:** Swimming pool means any excavation or structure containing water and used principally for swimming, wading, paddling, or the like, including a bathing or wading pool, or spa.

Performance Requirement P2.5.3 is satisfied for a swimming pool associated with a Class 1 building, with a depth of water more than 300mm if it has safety barriers installed in accordance with AS 1926 Parts 1 and 2.

Safety barriers generally ensure the following:

- Gates and doors are self-closing,
- Gates and doors have handles or latches at least 1.5 metres from the floor or ground level,
- Fence heights or window sills are at least 1.2 metres from the ground level,
- No gaps greater than 100mm i.e. between fencing components or from the bottom of the fence to the ground etc. Some doors and windows can be easily altered to comply with the safety barrier requirements. Please contact the Council for further information.
- Disposal of Pool Water and Backwash from swimming pools must not be disposed of into on-site wastewater systems, or the stormwater drain to pollute our creeks and rivers. Hefty fines apply should this occur.

### **Above-ground or inflatable pools and 'portable' spa pools**

If the swimming pool or spa pool has a filtration system you will need to seek approval from Council to ensure safety features are in place.

The sides of an above-ground pool can be a suitable safety barrier if:

- a) They are non-climbable and are at least 1.2 metres high, and
- b) A barrier is placed around the ladder (even if it is removable), and
- c) A barrier is placed around anything else that can be climbed on.