

COMPLYING DEVELOPMENT CHECKLIST



Pools

The following documents are required prior to the issue of a Complying Development Certificate.

Document Name	Description
Application Form	Buildcert's application form must be completed prior to lodgement of the Complying Development Certificate application. All property owners must sign the application form.
Architectural Plans	<p>Architectural plans completed by an Architect or Draftsman. The plans are to include:</p> <ul style="list-style-type: none">• Site plan indicating all structures (existing and proposed) on site and setbacks of pool from boundaries and adjacent structures/trees.• Elevation / Section Plans indicating the height of the pool (including any surrounding coping/decking) above existing ground levels. Note that under CDC, a deck or coping greater than 300mm wide cannot be higher than 600mm above existing ground level. An above ground pool cannot be higher than 1.4m at any point.• Details that show how the Swimming Pool Barrier is to be deemed compliant. This includes 1.8m boundary fences (where used as a pool barrier), non-climbable zones being maintained, and any openable windows to the pool area to be permanently restricted to a maximum 100mm opening.
Title Search, DP, 88B	A Title Search is required to confirm ownership. A Deposited Plan and 88B instrument are required to confirm any restriction or easements that may apply to the lot. These may be sourced from Infocert
Section 10.7 Planning Certificate	A Planning Certificate determines the zoning, permissibility of Complying Development and any other sensitivities on the lot. This certificate may be sourced from Infocert
Pool Specifications / Engineering	<p>For Fibreglass or Precast Pools – Specifications from the pool manufacturer that show the pool model/dimensions and construction requirements</p> <p>For Concrete Pools – Structural Engineering plans from an Engineer</p>
Local Water Authority Endorsement	Evidence from the local water authority to confirm compliance with the authority's requirements, and to ensure the development does not impact existing underground infrastructure.
Long Service Levy Receipt	<p>Receipt confirming payment of a mandatory NSW Government fee for construction works, which is 0.25% of the total cost of works. This is required where the total cost of works is valued at \$250,000 or greater (materials and labour).</p> <p>Note that we will provide you with an application number and online link to pay this after the CDC has been formally lodged.</p>

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Additional documentation may be required in addition to the above and may be requested by the Certifier after the CDC is lodged and assessed. Below are common items that may be requested.

Document Name	Description
BAL Certificate (Bushfire Attack Level)	Applicable only if combustible decking (or similar) is proposed and if the subject lot is located within a 'Bushfire Prone Area' as identified by the 10.7 Planning Certificate. A BAL Certificate is issued by an Accredited Bushfire Consultant, or the local Council, and determines the level of construction required by AS3959. The certificate must state the development is BAL29 or lower for CDC to proceed. Note that pools and non-habitable structures >6m away from the dwelling are exempt from this requirement.
Flood Certificate	Applicable if the subject lot is located within a 'Flood Prone Area' as identified by the 10.7 Planning Certificate. The certificate is to be issued by Council or an Engineer and must confirm full compliance with Complying Development requirements.
BASIX Certificate (Building Sustainability Index)	Building Sustainability Index (BASIX) – In NSW, a BASIX certificate is required for swimming pools above 40,000L capacity. This may include items such as requiring a pool cover, timer on the pump/heater or a rainwater tank to be installed as part of the development. The certificate determines the energy efficiency requirements to be incorporated into the design and can be obtained from a BASIX consultant.
Arborist Advice	Applicable if works (including earthworks) are within 3m of a Tree. Arborist advice may be required to determine if the Tree is a Protected or Significant Species – this varies by Council Area.