

2024/2025

Form 22
Building Act 1993
Building Regulations 2018

APPLICATION TO REGISTER SWIMMING POOL OR SPA

Regulation 147P (1)

To: Golden Plains Shire – Building Services Department

Email to: Enquiries@gplains.vic.gov.au

 Alternatively, please visit our **Online Greenlight Building Portal** through the Golden Plains website:
Building Department – Register Swimming Pool/Spa.

Once the application is successful, you will receive a registration acknowledgement letter via email.

APPLICANT DETAILS

 In accordance with the *Building Regulations 2018*, the owner of the land on which the Swimming Pool or Spa is located must register.
 The applicant, must be an owner listed on the land title.

Applicant Full Name:

Residential Address:	Suburb:	Postcode:
Postal Address:	Suburb:	Postcode:
Email Address:		
Mobile:	Home Phone:	

ADDITIONAL OWNER/S DETAILS

 If there is more than one owner to the relevant property, **all owners** current contact details must be listed below.
 If you are a sole owner to the relevant property, you can leave this field blank.

Owner/s Full Name:

Residential Address:	Suburb:	Postcode:
Postal Address:	Suburb:	Postcode:
Email Address:		
Mobile:	Home Phone:	

PROPERTY DETAILS

Who resides at this property?			
<input type="checkbox"/> Owner/s	<input type="checkbox"/> Tenant	<input type="checkbox"/> Other, please specify: _____	
Street no:	Lot/CA no:	Section no:	PS/LP no:
Street:	Suburb:		Postcode:

SWIMMING POOL AND/OR SPA DETAILS

<input type="checkbox"/> Permanent Swimming Pool	Date erected:
<input type="checkbox"/> Permanent Spa	Date erected:
<input type="checkbox"/> Permanent Pool & Spa (Both in same barrier)	Date erected:
<input type="checkbox"/> Relocatable Swimming Pool	Date erected:
<input type="checkbox"/> Relocatable Spa	Date erected:

Please note:

 Relocatable pools and spas are identified as those that are within a relocatable safety barrier and only erected temporarily.
 (i.e. Not left erected all year round)

SAFETY BARRIER DETAILS

Has any other building work taken place that has altered or resulted in changes to the safety barrier since the swimming pool or spa was originally constructed or erected? YES NO

If yes, please provide detail and copies of any relevant building permit or other documentation.

If you have a Swimming Pool and a Spa, are they in separate safety barriers? Same Separate N/A

If there are separate barriers, you will be charged a registration fee per barrier.

MANDATORY ADDITIONAL REQUIREMENTS

If your Swimming Pool and/or Spa was construction on or after 1 November 2020 upon the completion of works, your Private Building Surveyor must issue you a **Certificate of Pool & Spa Barrier Compliance - (Form 23)**, in accordance with Regulation 147M **you must** supply a copy of the certificate with this registration.

In the event you do not have a copy of this certificate or your Swimming Pool and/or Spa was constructed prior to 1 November 2020, please speak with our Building Services Team for further instructions.

SIGNATURE

Applicant:	Date:
Additional Owner/s:	Date:

PAYMENT DETAILS

Please select one of the payment options below, by ticking the appropriate box.

REGISTRATION FEE		\$35.10
<input type="checkbox"/> IN PERSON Please visit one of our customer service centres.	PAY VIA CREDIT CARD	<input type="checkbox"/> PHONE Our Customer Experience team will call the contact number provided to arrange payment
		<input type="checkbox"/> ONLINE PAYMENT LINK An online payment link will be emailed to the email address provided to arrange payment
OFFICE USE ONLY	ASSESSMENT COST \$35.10	SDI10599 IER056 105

PRIVACY STATEMENT

Personal information collected on this form will be used by Council's Building Department to complete this application and provide you with relevant updates. Council may disclose your information to other internal departments in order to process your application which may result in penalties for failing to comply with the *Building Regulations 2018* and will not be disclosed to any external party without your consent, unless required or authorised to do so by law. If you do not provide us with all required information Council may not process your application. You have the right to access your personal information and make any necessary corrections. If you have any queries or wish to gain access to amend your information, please contact the Building Department or Golden Plains Shire's Privacy Officer on (03) 5220 7111 or enquiries@gplains.vic.gov.au. Council will comply with its Privacy Policy and Information Privacy Principles in schedule 1 of the Privacy and Data Protection Act 2014 and the Health Records Act 2001 in relation to the use, storage, and disclosure of information. If you have any queries regarding this Privacy Statement, please contact the Privacy Officer in writing to enquiries@gplains.vic.gov.au or PO Box 111, Bannockburn 3331.