

**APPLICATION CHECKLIST**

**To Construct, Alter, or Extend an Aquatic Facility/Water Body**

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**PLEASE TICK EACH BOX BELOW ONCE COMPLETE, OR WRITE N/A WHERE RELEVANT**

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| **1** | **Application Form**   * Aquatic facility and administration form completed * All relevant sections of the application form have been completed * Application is signed and dated by the Applicant. (**The applicant must be the property occupier only**) |  |
| **2** | **Compliance Assurance Statements**   * Compliance assurance statements have been provided describing how proposed works will comply with all relevant aspects of the Code of Practice. |  |
| **3** | **Block Plans**   * Scaled block plans have been provided showing the location of the water body/bodies on the property relative to boundaries, other property structures, sanitary facilities, first aid facilities, plant rooms, fencing/barriers and gates |  |
| **4** | **Water Body Plans**  Scaled plans of each water body have been provided, showing:   * Water inlets and outlets * Plumbing locations * Pool floor slopes/gradients * Water depths * Depth marker locations * Step & ladder entry/egress locations, handrail, step rise and tread dimensions * Concourse gradient, slope direction and floor drainage * Any water features |  |
| **5** | **Water Circulation and Treatment Schematics**  Schematics have been provided clearly showing the design of each water body’s water circulation/treatment system, including:   * Plumbing design and water circulation system * Balance tanks * Water features * Filtration/disinfection systems and plant rooms/sheds * Water top-up points * Filter backwash disposal tanks and sewage disposal points, or filter cartridge wash down areas * Water heating systems |  |
| **6** | **Lighting Arrangements**   * Lighting arrangements over all water body surfaces and 3m beyond have been provided for indoor facilities or facilities intended for night time use |  |
| **7** | **Mechanical Ventilation**   * Plans/specifications for mechanical ventilation (air exchange) for indoor facilities have been provided |  |
| **8** | **Plant Equipment Specifications**   * Specifications for all pumps, filters, balance tanks, water features and other equipment proposed for installation/works have been provided |  |
| **9** | **Water Body Filtration and System Performance Data Sheet**   * Data sheet prepared and certified by a suitably qualified person for each water body has been provided |  |