

Residential Building Permit Check List Swimming Pools Above or In-ground

Project Name:	
Project Address:	
Applicant:	
Applicant Address:	

	The following items are required for plan review:	YES	N/A
1.0	Legible site plans – digital or hard copy drawn to scale and dimensioned		
1.1	Showing property lines and dimensions.		
1.2	Showing all existing and new buildings, boundaries and distances to property lines and to adjacent buildings on the same property.		
2.0	Construction drawings - digital or hard copy drawn to scale and dimensioned		
2.1	Details of the swimming pool construction.		
2.2	Schematics for the swimming pool mechanical system, including water line size and the location of inlets and outlets.		
2.3	Source of water supply and wastewater disposal.		
2.4	Swimming pool data – Including size and surface area, water volume complete with calculations, swimming pool circulation rate and turnover rate, filter type-size and model, circulation pump-type-size-model-flow rate, number of inlets and skimmers, number of drains.		
2.5	Details of fence height with gate locking/self-closing mechanisms for the area in which the pool is located.		
3.0	Additional permits – additional permits are required for in-ground pools when there are connections made to associated building systems (electrical, gas, or plumbing).		
3.1	Electrical Permit – Must be pulled by a licensed Contractor.		
3.2	Plumbing Permit – Must be pulled by a licensed Contractor.		
3.3	Gas Permit - Must be pulled by a licensed Contractor.		
4.0	Additional documents		
4.1	Locate slips for underground utilities.		
4.2	A gas agreement - Required if the pool is located over a gas service.		

Checklist must be completed by applicant prior to submittal.
Minor changes or notes on submitted plans may be in blue or black ink.
RED INK IS RESERVED FOR DEPARTMENT.

NOTE: Any missing or incorrect information will delay the permit issuance.