Swimming Pools/Spa Permit Requirements

A permit is required for any pool/spa that is capable of holding 24 or more inches of water

Pools/spas shall be surrounded by a minimum height of 48” or have an approved safety cover

BUILDING APPLICATION / PLAN REVIEW *

➢ Application Fee $100.00

ABOVE GROUND/SPA

➢ Plan review fee $75.00
➢ Permit fee $100.00

IN-GROUND

➢ Plan review $100.00
➢ Permit fee $200.00

(All fees to be paid when permit is issued)

PLOT PLAN to include the following information:

➢ Location of proposed swimming pool
➢ Distance from the pool to property lines
➢ Location of all existing structures
➢ Distance between proposed swimming pool and existing structures
➢ Location of septic field (if applicable)
➢ Location of well (if applicable)
➢ Location of easements (if applicable)
➢ Location of fence enclosure (required)

TWO SETS OF PLANS to include the following information: (manufactured specs allowed)

➢ Barrier details (Section 305 ISPSC)
➢ Fence and gates labeled
➢ Doors used as a barrier required to be alarmed
➢ Entrapment protection details
➢ A spa can be permitted without a barrier if it has a lockable safety cover that complies with ASTM F1346. (provide documentation at time of submittal)

INSPECTIONS: In-Ground and Above Ground

➢ Steel or open hole w/drains installed
➢ Bonding/Rough electric
➢ Mechanical Inspection if applicable
➢ Final electrical
➢ Final building

➢ Rough electrical
➢ Mechanical Inspection if required
➢ Final electrical
➢ Final Building

*Additional permits may be required

➢ Electrical permit may be required
➢ Mechanical permit required for heated units only
➢ Soil Erosion permit required for in-ground pools (include second plot plan with the location of silt fence)