



# POOL PERMIT APPLICATION

## Pool Permit Requirements

- Pool Permit Application
  - a. If the install is done by the **homeowner** a Homeowner's Statement is also needed. If the install is done by a **pool contractor**, the contractor must complete the application and apply for the permit.
- Site Plan – A drawing of the property layout and placement of the pool. Drawing must show measurements, setbacks and impervious coverage. *Must not exceed 60% of Impervious Coverage for Residential or 80% for Commercial.*

## Electrical Permit Requirements

*\*Only required if the install of a weatherproof GFI is needed. \**

- Electrical Permit Application
  - a. If the install is done by the **homeowner** a Homeowner's Statement is also needed.
  - b. If the install is done by an **electrical contractor**, the contractor must complete the electrical permit application and apply for the permit.

## Permit Fees

➔ Above Ground \$50.00   ➔ Inground \$225.00

### POOL PERMIT APPLICATION

Date: _____ Time: _____ Application # _____	<b>LOCATION:</b> Address: _____ Floodplain <b>YES NO</b> 500yr _____ 100yr _____ Floodway _____ Base Flood Elevation attached <b>YES NO</b> No-Rise Attached <b>YES NO</b>	Zoning District: _____ Subdivision: _____ Lt: _____ Blk.: _____ Lt. Size: _____	<b>OWNERSHIP:</b> Private [ ] Public [ ]
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**\*CHECK ALL THAT APPLY\***

**TYPE OF POOL/SPA:**

**ADDITIONAL SUB PERMITS NEEDED:**

ABOVE GROUND POOL        
 INGROUND POOL           

ELECTRICAL: YES  NO   
 PLUMBING:    YES  NO

ABOVE GROUND SPA        
 INGROUND SPA           

OTHER: \_\_\_\_\_

**BRIEF DESCRIPTION:**

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**IMPERVIOUS COVER INFORMATION**

Impervious cover is the total horizontal area of covered spaces, paved areas, walkways, driveways and decks. The term includes pools, ponds, fountains, and areas with gravel placed over pervious surfaces that are used only for landscaping or by pedestrians. Impervious cover can not exceed 60% for Residential and 80% for Commercial

Existing Impervious Cover (sq. ft): \_\_\_\_\_ % of lot size: \_\_\_\_\_

Proposed Impervious Cover (sq. ft): \_\_\_\_\_ % of lot size: \_\_\_\_\_

**BUILDING AREA INFORMATION**

Area Description	New/Added Sq. Ft.	Total Sq. Ft.
Above-Ground Pool		
In-Ground Pool		
Spa		

**REQUIRED PLAN REVIEW – If all items required are not submitted, the permit will be denied.**

**2 FULL SETS OF PLANS**

Must be drawn to scale showing the size of lot, location of existing structures, locations of easements, and proposed swimming pool with distances to all adjacent property lines and other existing structures.

Site plan must also show the following:

- Swimming Pool/Spa details
- Self-closing gate with self-locking mechanism
- Electrical details (if applicable)
- Swimming pool barrier(s)
- Audible alarm
- Plumbing details (if applicable)

( \_\_\_\_\_ )  
Initial / Date

\*Setback Requirements Residential swimming pool setbacks are 5’ side and 5’ rear to existing property lines. This is measured from the inside wall of the pool waterline to the property line. Swimming pools are not permitted in front of lot or residence.

	NAME	ADDRESS	PHONE NUMBER
PROPERTY OWNER			
CONTRACTOR			
ARCHITECT/ENGINEER			
ELECTRIC			
PLUMBER			

**\*SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING AND HVAC. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS COMMENCED. I hereby certify that I have read and examined this application and know the same to be true and correct. Provisions of the International Building Code as well as all laws and ordinances covering this type of work will be completed within the specified time. The granting of a permit does not presume to give authority to violate or cancel the provisions of any City, State or Local Law regulating construction or performance of said construction.**

If this is a HOMESTEAD by definition of the Clark County Appraisal District, a City Residential Contractor’s License is not required. \_\_\_\_\_ (print name) I certify this is my legal homestead and it is registered with the Guadalupe County Appraisal District as my primary home.

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**Permits submitted must be obtained within 75 days of submittal unless an extension is granted. Failure to obtain the permit will require a new application**

**□DO NOT WRITE BELOW LINE – OFFICE USE ONLY□**

SPECIAL APPROVALS	REQUIRED	NOT REQUIRED	APPROVED	APPROVED BY
Building Inspections				
Alarms				
Electric				
Plumbing				
Pool Access				
Fencing				
Setbacks				
Impervious Cover				
Variance				
Zoning				
Floodway - 100yr- 500yr				

<b>APPLICATION NUMBER</b>
<b>PERMIT FEE</b>
<input type="checkbox"/> Above Ground \$50.00 <input type="checkbox"/> Inground \$225.00
<b>APPROVED BY</b>
_____

**POOL PERMIT**

- Permit Fees: ○ Above Ground \$50.00 ○ Inground \$225.00
- Addition (what the pool costs).
- Required for 24 inches or higher.  
(IPMC 303.2)
- In-ground pool – Owner/Contractor is required to obtain.
- On-ground pool – Tenants may be allowed to apply for pool permit only.
- Must provide 2 copies of plans.

**BARRIERS, LOCKS, ALARMS**

- **Provide protection against potential and near drowning. (ISPSC 305.1)**

**BARRIER REQUIREMENTS**

- Must be not less than 48 inches.
- Must be constructed of approved material, height, and clearance.
- On-ground pool structure may serve as barrier if certain conditions are met. (ISPSC 305.5)



# SWIMMING POOL INFORMATION

## FENCE WITH APPROVED LOCK

- Gates and doors must be self-closing and self-latching.
- Self-latching device less than 54 inches high shall have release mechanism on pool side of gate.



## ALARMS ON DOORS AND WINDOWS

- Must produce audible warning with deactivation switch located 54 inches or higher above floor. (ISPC 305.4)
- In Accessible units, deactivation switch shall be not less than 48 inches above floor.

## POOL ACCESS LADDER ON ABOVE GROUND POOLS

- Must be capable of being secured, locked or removed to prevent access, unless surrounded by a barrier. (ISPC 305.5, 702)

## ELECTRICAL CONNECTION

- Extension cords shall not be used.
- Must be directly connected to electrical outlet.
- Outlet must have GFI/weather-proof cover ("In Use Cover").
- If the install of the outlet is required, the permit must be pulled by the homeowner *if the homeowner resides at the residence* or an electrical contractor.



## PLEASE NOTE AND BEWARE:

- \* INSURANCE MAY NOT COVER ACCIDENTS OR DAMAGES IF SWIMMING POOL DOES NOT MEET CODE.
  - \* YOU SHOULD DISCUSS YOUR SWIMMING POOL WITH YOUR INSURANCE PROVIDER.
- \* YOU ARE RESPONSIBLE FOR ENSURING THAT YOUR PROPERTY IS SAFE AND IN COMPLIANCE.
  - \* YOU MUST COMPLY AND/OR APPLY FOR A PERMIT WITHIN THREE (3) DAYS OF NOTICE.