



## PLAN SUBMISSION REQUIREMENTS SWIMMING POOLS

1. Pay \$100.00 deposit fee. This will be applied to the total permit amount.
2. Complete permit application form. Be sure to include:
  - a. Owner
  - b. Building address
  - c. All applicable contractor's information
3. Submit **PDF** of the site plan showing the location of the swimming pool on the property. The site plan must:
  - a. Be drawn to scale
  - b. Show locations of any existing buildings
  - c. Dimension distances from pool to property lines and adjacent structures
  - d. Show locations of any easements
  - e. Show location and height of the fence enclosure, which must be at least 6' in height
4. Submit **PDF** of plans drawn to scale and includes:
  - a. A stamp and signature by the engineer or provide a current ICC ER report on the pool
  - b. A self-closing gate
  - c. Details of reinforcing steel
  - d. All new and existing windows within 5 feet of the pool water's edge within 60 inches of walking surface shall be safety glass
  - e. A GFCI receptacle not further than 20 feet and not less than 10 feet from the inside pool wall (Any existing receptacles in this area must also be GFCI protected)
  - f. Information on equipment used to heat the pool