

Basic Requirements for Swimming Pool

Zoning Permit must be approved prior to the submission of Construction Permit Applications.

Construction Permit Applications

Submit a completed application for the work intended: A separate application is required for each structure, i.e.: Pool, Pool House, Shed, etc. See checklist below for submittal requirements. There is no separate application for Zoning. UCC FORMS PRINTED FROM THE INTERNET OR COPIES OF UCC FORMS MUST BE SIGNED AND SEALED AS REQUIRED. FORMS MUST LEGIBLE AND NOT HAVE OFFICE ONLY SECTIONS BLACKED OUT

****If your property is subject to review/approval from a Home Owners Association (HOA) for construction work; you must submit a copy of the HOA approval with your Construction Permit Application.**

Checklist: Use the checklist to ensure you have all the necessary documentation to submit a completed application. Incomplete applications will not be accepted. Be sure that the applications are signed and sealed (where required) and filled out completely in blue or black ink.

- [] Construction Permit Application Folder
- [] Building Subcode Technical Section
- [] Electrical Subcode Technical Section (along with the electrical bonding diagram)
- [] Plumbing Subcode Technical Section – Gas piping, Pool Heater & Pool Drains
- [] Copy of all contractors licenses and/or registrations

NOTE: ALL POOL ENCLOSURES MUST MEET CURRENT CODE. PLEASE CONTACT THE CONSTRUCTION OFFICE FOR MORE INFORMATION.