

IN GROUND POOL PERMIT CHECKLIST

Zoning Permit: \$50 Fee

- Survey with existing conditions, 2 copies
 - Site plan, 2 copies
 - Placement of pool equipment to be shown on plans
 - Placement of seepage pits to be shown on plans
 - Plans showing pool, Zoning Table, coverage calculations and line items
 - If 700 sf exemption is being taken (R1/R2) or 450 sf exemption (R3) on the pool due to the installation of a seepage pit, the coverage of the pool along with a line item stating the exemption **MUST** be included in the zoning table
 - Accessory Structure coverage calculation on Zoning Table
 - Pool Barrier to be shown on plans and **highlighted**
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Construction Permit – Fee to be Determined

Building Component

Building plan showing framework and how the pool is to be supported

Pool drains to be shown on the plan

Handrails, if applicable

Coping

Access: ladders/steps

Depth: shallow/deep ends

Slope of Pool

Rope across pool

Model of pool to be indicated

*Inspection note: inspection of steel frame prior to backfill or placement of concrete

Tech Sheet to be submitted for pool fence contractor

Plumbing Component

BFP, if being installed

Pool drains/pool piping to be shown on the plan

Separate tech sheet must be submitted for main drains/pool piping

PLEASE NOTE: ALL POOL PIPING MUST BE HYDROSTATICALLY TESTED

*Inspection note: pool drains are inspected before they are covered

Gas piping for pool heater

Mechanical Component

Pool heater installation

Specs for heater must be on site when mechanical inspection is conducted

Electric Component

Pool permit/UV lights

HP Motor = the pump is included in the initial pool fee; additional pumps are charged separately. Please indicate how many pumps there are in total

Amp subpanel

Pool heater

*Inspection note: needs to see the filter