



RESIDENTIAL POOL CHECKLIST

- 1. Building Permit completed application.**
- 2. Residential Pool/Spa Information Sheet.**
- 3. Site Plan** – Two (2) copies to scale showing all structures including proposed pool with the setbacks to the property lines. Pool equipment must also be shown with the setbacks. (One (1) copy if 11" x 17" or smaller)
- 4. Pool Contract** – One (1) copy. (Not required for Homeowner Permits)
- 5. Safety Act** – One (1) copy, notarized
- 6. No Tree Removal Affidavit** – One (1) copy, notarized
- 7. Pool Layout drawing** (with dimensions) – Two (2) copies. (One (1) copy if 11" x 17" or smaller)
- 8. Signed and Sealed Engineered Plans** – Two (2) sets. (One (1) set if 11" x 17" or smaller)
Must comply with the following:
 - FBC 6th Edition (2017) - Residential, R4501.6 – Engineering Design
 - FBC 6th Edition (2017) - Residential, R322.2.5 – Pools in flood hazard areas
 - FBC 6th Edition (2017) - Residential, R4501.21.4 – Hydrostatic relief device (if pool is located in a flood hazard area)
 - FBC 6th Edition (2017) - Energy Conservation, R403.10 – Pool and permanent spa energy consumption. (All mandatory Sections R403.10.1 through R403.10.5)
- 9. Notice of Commencement** – A recorded certified copy of the Notice of Commencement in accordance with Section 713.13 of the Florida Statutes is required to be submitted prior to the first inspection.