Swimming Pool/Spas/Hot Tub Submittal Requirements

The following must be included with every application for a pool, spa or hot tub

1. Completed permit application to include:
   a. Pool installer
   b. Excavation Company
   c. Electrician
   d. Plumber if installing a pool heater or in ground pool

2. A plat of survey showing the following items indicated on the survey
   a. Location of the principal structure
   b. Existing accessory structures
   c. Location of proposed pool drawn to scale
   d. Dimensions of proposed pool
   e. Dimensions of proposed pool to the house, rear yard and side yard
   f. Location of pool equipment/pumps and filters
   g. Location of underground or overhead electric lines
   h. Location and height of existing fence (if applicable)
   i. Location of proposed fence (if applicable)
   j. Location of existing receptacles. All receptacles require GFI protection with in-use covers
   k. Method of grounding
   l. Material and burial depth of electrical conductors (6” metal conduit’18 non metal)
   m. Material and burial depth of gas line (if applicable)
   n. Copper tracer wire

3. Complete installation details, including electrical and plumbing (for in ground pools)

4. Construction details for pool deck, stairs, guard rails (if applicable)