

PERMIT SUBMITTAL REQUIREMENTS RESIDENTIAL POOL AND SPA

General Scope:

New construction or renovation for all in-ground and above-ground pools.

- Pools (In-Ground): Manufactured or field-constructed vessel designed to contain water on a permanent or semi-permanent basis and used for swimming, wading, immersion, or therapeutic purposes.
- Spa: A hydro-massage pool or tub for recreational or therapeutic use, not located in health care facilities, designed for immersion of users, and usually have a filter, heater, and motor-driven blower. They are installed indoors or outdoors, on the ground or supporting structure, or in the ground or supporting structure.

Generally, a spa or hot tub is not designed or intended to have its contents drained or discharged after each use.

Examples of Types of Work:

- In-Ground Vinyl Liner Pool
- In-Ground Fiberglass Pool or Spa
- In-Ground Concrete Pool or Spa Repairs
- In-Ground Concrete Pool or Spa
- Above Ground Pool
- Water Feature Non-Swimmable
- Above ground Spa

Documents Required

****All the documents below must be submitted in an electronic format****

- [ANSI Form](#)
- Construction Plans (Signed & sealed)
- [Pool/Spa Safety Act](#)
- Site Plans
- Drainage Plan (You may request a copy of approved drainage if one is available by emailing PRR@mypasco.net)
- Site plan including:
 - Provide a specific layout of the proposed pool, spa, deck area, and play features. The layout must show the pool perimeter in relation to any existing house, accessory structures, and lanai foundations. The layout must include the locations of all pool features such as pool light(s), main drain(s), sun-shelf, swim-outs, etc., and include pool depths from entry steps to the deepest point.
 - Corner deck elevations
 - Primary Residence Finish Floor Elevation
 - Location of the proposed pool equipment with dimensions and setbacks
 - Address and Parcel number

- Street name and location
 - Property lines with dimensions
 - North arrow
 - Location and dimensions of all existing and proposed structures
 - Setbacks from proposed to all property lines and existing structures
 - Depict any wetland present on property when applicable
 - Flood zone identification and demarcation line if a property is in a mixed region
 - Setbacks to any wetland delineation, flood zone delineation, or mean high water line for waterfront properties when applicable. Show easements with dimensions
- Construction Plans: Structural plans require a digital signature by a licensed design professional- Florida Licensed Professional Engineer or Registered Architect
 - Plans must be designed in accordance with the current edition of the Florida Building Code and it's referenced standards. If located in a special Flood Hazard zone additional design criteria as required by code.
 - Applicants shall provide a pool layout showing:
 - The pool with a complete plumbing plan showing the location of the mechanical equipment and the plumbing lines, vent lines, pipe sizes, flow rates, and pressures.
 - The layout of the pool with dimensions showing steps, swimouts, ladders, and other features
 - The spa with a plumbing plan.
 - The deck with dimensions showing relationship to the house.
 - Location of windows and doors adjacent to pool or that have access to the pool from the house.
 - The location of the child barrier fence (if applicable)
- For Above ground spas please submit the required site plan, and a floorplan showing the location of the spa in relation to the house and exterior glazing adjacent. Show location of electrical components. Provide the spa manufacturer installation specifications and the ASTM approved spa cover specifications. Please also upload the related required documents, noted above.
- If the Homeowner is submitting the request:
 - [Owner-Builder Disclosure Statement](#) (requires notarization)
- If the project is over \$5,000
 - [Notice Of Commencement](#) (must be notarized and recorded with [Clerk of Courts](#))
- If the home is located in a special flood hazard area please ensure that the construction plans are designed per requirements of Florida Building Code and ASCE 24-14

Common Reasons for Disapproval

- Plans not dimensioned
- Plans are not signed and sealed
- Contractor's information not current in the system
- Application missing complete owner information
- At revision status (disapproval is common because of lack of narrative submittal and delineation of changes.)

Tutorials, Helpful Videos & Reference Links:

Florida Building Code:

<https://floridabuilding.org/c/default.aspx>

Pasco Land Development Code:

https://library.municode.com/fl/pasco_county/codes/land_development_code

Apply for a permit in PascoGateway:

<https://aca-prod.accela.com/pasco/Default.aspx>