

# 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 equipment 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:

Installation of an in-ground, above-ground swimming pools, jacuzzis, hot tubs and spas.

### Documents Required

- Project Address or Legal Description
- 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.
  - Lot dimensions,
  - Elevations and dimensions of all existing and proposed structures
  - Location of the proposed pool and pool equipment
  - Setbacks to the property lines
  - Street location and name and any easements
  - Any Wetlands.
  - Location, species, and sizes of all trees within 20' of the construction area.
  - Utilities
  - Flood zone identification and demarcation line if a property is in a mixed region
- For In-Ground: Building Plans Must be signed and sealed by a Florida Licensed Architect or Engineer
  - Project address.
  - Current Florida Building Code Residential reference.
  - Scope of work.
  - Document the pool depth from the entry steps to the deepest point.
  - Document the dimensions of the pool, spa, and deck areas
  - Provide a square footage tabulation of the pool, spa, and deck areas

- When applicable, provide a site-specific angle of repose engineering. Identify the affected area on the pool layout.
  - Plumbing: Piping, water supply, calculations
  - Provide a completed site-specific worksheet complying with ANSI/APSP 7 (Total Dynamic Head (TDH) Calculation) or include this information on the plans.
  - Provide a completed site-specific worksheet complying with ANSI/APSP 15 (Energy Efficiency Compliance Information for Residential Swimming Pools) or include this information on the plans.
  - Submittal documents must include equipment make and model as follows:
    - Pump(s) - Must include pump size
    - Heater(s) - Must include fuel type
      - Main drain(s)
      - Filter(s)
  - A completed site-specific Swimming Pool Safety Affirmation identifying required barriers to be used is required.
  - When using a mesh safety barrier (commonly referred to as a baby fence) or pool cover, the manufacturer's installation details are required.
- JOB VALUATION AFFIDAVIT (ANTHONY)
  - Approval Letter from Power Company
  - [Fill/Drainage/Tree Affidavit](#)
  - [Swimming Pool, Spa and/or Hot Tub Safety Act Notice of Requirements](#)
  - If the Homeowner is submitting the request:
    - [Owner-Builder Disclosure Statement](#) (requires notarization)
  - If the project is more than \$2,500
    - [Notice Of Commencement](#) (must be notarized and recorded with [Clerk of Courts](#))

## Special Conditions:

### If there is a septic and or well located on the property:

- Health Department Approval Letter (Contact 727-861-5661 for more information)

### Above-Ground Pools (in addition to the above):

- Manufacturer's installation specifications, including electrical connections and pumps: AND manufacturer's removable/lockable ladder information.
- [ANSI/APSP-7 Suction Outlet Safety Compliance Worksheet](#)

### In-Ground Pools (in addition to the above):

- Engineered drawings meeting the current Building Code and signed and sealed by a State of Florida Licensed Architect or Engineer, Piping Diagram 3, and 2 Engineered Drainage Plans.

For any accessory structure on one (1) acre or less where the impervious area is added **OR** where a lot's contours are proposed to be altered for an area over 500 square feet, an Engineered Plan addressing the lot grading shall be required.

If applicable, the original sealed **Engineered Drainage Plans** may be necessary and can be provided through a Public Records Request. Please call (727)847-8126 or email: [pr@pascocountyfl.net](mailto:pr@pascocountyfl.net)

## Applicable Codes

2020 Florida Building Codes, 7th Edition

Building

Residential

Existing

Energy Conservation

Mechanical

Plumbing

Accessibility

Fuel Gas

Test Protocols for High-Velocity Hurricane Zones

NEC 2017 – National Electrical Code

2020 Florida Fire Prevention Code, 7th Edition – comprised of NFPA 101, 2018 Edition and NFPA 1, 2018 Edition

## Average Review Time for the month for this work type:

5 days

## Tutorials, Helpful Videos & Reference Links:

**PascoGateway Training page:**

<https://www.pascocountyfl.net/938/PascoGateway-Training>

**Documents/Forms/Fees page:**

<https://www.pascocountyfl.net/867/Documents-Forms-Fees-Codes>

**Florida Building Code:**

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

**Pasco Land Development Code:**

[https://library.municode.com/fl/pasco\\_county/codes/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>

**If you need assistance with a Residential Pool Permit, please contact [BCS Customer Service](#) or via phone (727) 847-8126 and our staff will be happy to assist you.**