



# Swimming Pool Permit Application

Rev.20191127

***A Swimming Pool Permit is not required for pools less than 24 inches deep.***

***All Pools, Hot Tubs and Ponds more than 18 inches deep are required to be enclosed and inaccessible to small children. Gates on fences must be self-closing and self-latching.***

Owner Address: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner/Business Name: \_\_\_\_\_

Job Site Address (if different): \_\_\_\_\_

Contractor: \_\_\_\_\_ Contractor License #: \_\_\_\_\_

Contractor's Address: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

## Pool Use:

- ☐ Commercial  
☐ Residential

## Pool Type:

- ☐ In Ground  
☐ Above Ground

## Pool Heater:

- ☐ Yes  
☐ No

## Fence:

- ☐ Existing  
☐ Proposed

## Minimum Fence Requirements:

- ☐ Commercial - 6 foot fence height  
☐ Residential - 4.5 foot fence height  
☐ Gate Latch - 54 inch height  
☐ Self-locking mechanism

## Commercial & Public Pools:

- ☐ Copy of approval from Spokane  
Regional Health District

**Pool Project Cost:** \_\_\_\_\_

	Fee	Quantity	Total
Pools for Single Family Residence	\$75.00	x	=
All Other Pools	\$100.00	x	=
Inspection Outside of Normal Hours	\$75.00	x	=
<i>Fee is \$75 per hour, or fraction thereof, with a minimum of \$150 for the first two hours. Requires approval from the Inspector Supervisor.</i>			
Re-inspection – fee per hour or fraction thereof	\$75.00	x	=
	Planning Service Review Fee:		\$25.00
	State Building Code Fee:		\$6.50
Electrical, Mechanical, Building and Fence Permits may also be required.	<b>Subtotal:</b>		
	Processing Fee:		\$25.00
	<b>TOTAL PERMIT FEE:</b>		



# Swimming Pool

## Application Checklist

Included	Component	Size & Number of Copies	Above Ground	In Ground
<input type="checkbox"/>	<b>Swimming Pool Permit Application</b>	8.5" x 11" One copy	✓	✓
<input type="checkbox"/>	<b>Site plan, with <u>minimum</u> required information:</b> <ul style="list-style-type: none"> <li>Property address</li> <li>Property lines and dimensions</li> <li>Slope of lot</li> <li>Location and dimensions of all existing structures, proposed pool, pool accessory structures, fence and deck</li> <li>Dimensions between pool and structures/equipment</li> <li>Location of all utility lines and installed electrical lines and clearances to pool</li> <li>Location of all existing and proposed fence and gates</li> </ul>	8.5" x 11" OR 11" x 17" Two copies	✓	✓
<input type="checkbox"/>	<b>In Ground Pool Plans, to include a <u>minimum</u> of:</b> <ul style="list-style-type: none"> <li>Dimensioned plan view of pool and associated equipment</li> <li>Footing/foundation/pool wall detail with location of reinforcement</li> <li>Whole pool cross section with dimensions</li> <li>Electrical and Mechanical plan with one line electrical diagram</li> <li>Dimension between pool and electrical shutoff</li> <li>Equipment spec sheets</li> </ul>	8.5" x 11" OR 11" x 17" Two copies		✓
<input type="checkbox"/>	<b>Above Ground Pool Plans, to include a <u>minimum</u> of:</b> <ul style="list-style-type: none"> <li>Pool manufacturer specification sheet</li> <li>Pool manufacturer installation documents</li> </ul>	One copy (will be returned with permit)	✓	
<input type="checkbox"/>	<b>Pool Drainage Plans:</b> <ul style="list-style-type: none"> <li>Location/method of backflow prevention (in ground pools)</li> <li>Residential pool water de-chlorinated and drained on site</li> <li><b>Note:</b> Drainage to sewer in not allowed</li> </ul>	8.5" x 11" One Copy	✓	✓
<input type="checkbox"/>	<b>Fencing <u>minimum</u> required information:</b> <b>(A separate fence permit is required for all new fences)</b> <ul style="list-style-type: none"> <li>Location and linear footage of fence</li> <li>Height of fence</li> <li>Fence panel elevation detail. (No openings in fence greater than 4 inches in diameter)</li> <li>Location of gates</li> <li>Detail of mechanism for self-closing/locking/latching</li> </ul>	8.5" x 11" OR 11" x 17" Two copies	✓	✓
<input type="checkbox"/>	<b>Pool Deck <u>minimum</u> required information:</b> <b>(A separate deck permit is required for all new decks)</b> <ul style="list-style-type: none"> <li>Plan view showing location and dimensions of proposed deck, stairs and guards (constructed per <a href="#">Prescriptive Deck Guide</a>)</li> <li>Location and specified sizes of all structural members (footings, posts, joists, deck beam)</li> <li>Attachment of guards and stairs if provided</li> </ul>	8.5" x 11" OR 11" x 17" Two copies	✓	✓