



ORANGE CITY

The Heart of Southwest Volusia

RESIDENTIAL SWIMMING POOL PERMIT

PLEASE PROVIDE THE FOLLOWING:

- Before submitting please contact Planning: at (386) 775-5415 for information on setbacks, lot coverage, etc.
- Completed building permit application (property owner must sign application or signed contract).
- Copy of contractor's license or Owner/Builder affidavit form (applying as contractor).
- Copy of city and/or county local business tax receipt.
- Copy of certificate of worker's compensation or exemption.
- Copy of certificate of general liability insurance.
- List all subcontractors on permit application, provide permit authorization letters or forms, and submit copies of licenses and insurances (swimming pool and electrical contractor).
- Proof of ownership (copy of warranty deed or county tax bill).
- Authorization letter signed by the property owner (if leased property).
- Two (2) copies of pre-approved pool engineering drawings or submit two (2) original signed & sealed engineered pool documents.
- Two (2) copies of a certified boundary survey of property showing proposed pool location (show all new and existing utilities), proposed grade elevations, and distance from all property lines.
- Complete a residential swimming pool, spa and hot tub safety act affidavit.
- A separate electrical or gas permit maybe required for the relocation of existing services.
- A separate gas permit is also required for the new gas piping and heating equipment.
- Copy of the recorded Notice of Commencement (NOC) or affidavit of filing for NOC (if over \$2,500.00) or contract (if less than \$2,500.00).
- Building permit document or plans review fees paid.

“ALL DOCUMENTS MUST BE SUBMITTED LEGIBLE. FACSIMILE DOCUMENTS MUST HAVE AN ADDRESS OR PERMIT NUMBER ON ALL PAGES WHEN FAXED”

PLAN REVIEW REQUIREMENTS:

Pool plans to show the following:

- Reinforcement, thickness and concrete type, depth limits, details of built in steps, footings on deck, for both pools and hot tubs or whirlpools.
- Piping detail for drains suction inlet locations, skimmers and re-circulation lines.
- Entrapment protection device (manufacturer and model).

- Approved vacuum release (manufacturer and model) or approved vent piping system.
- Diameter and depths of proposed pool relative to adjacent foundations of other structures and any retaining walls and/or finished grades and slopes. If pool falls in the angle of repose of any existing foundation, additional engineering shall be provided indicating how the foundation shall be maintained. If the proposed pool is closer than (10) feet from any structure than a professional engineer shall indicate in writing that this will have no impact upon the surrounding structures.
- Location of all openings (doors/windows) that open onto the pool deck area. Include that distance of any glazing adjacent to pool edge and distance from walking surface to bottom edge of such glazing. (as per Florida Building Code, any glass within 60” of the water’s edge and within 60” of the walking surface on the pool side of the glazing shall be tempered).
- All accessories to the pool such as ladders, slides, diving boards, etc. that are proposed.
- Location of existing or new electrical outlets, fixtures and devices.
- Location and type of all proposed pool equipment, electric and gas service.
- Provide a layout and sizing of gas lines for gas heated pool or spa.
- Show details on how the POOL BARRIER REQUIREMENTS are being met in accordance with the Florida Building Code (Screen enclosure & openings; alarms: make, model & listing; fence height, openings, location of gates and distance from pool; safety cover-make, model & listing).

Master Plans Review: Two (2) original SIGNED AND SEALED PLANS by a Florida Registered Engineer may be submitted to put on file with this office. (Once reviewed, this will be kept on file). The pool contractor is required to provide 2 copies of original master plans for each permit submittal.

IF ANY OF THE INFORMATION IS CHANGED ON THE MASTER PLANS THAN REVISED DRAWINGS MUST BE SUBMITTED FOR REVIEW.

REQUIRED INSPECTIONS:

Steel in ground inspection: Pool must be located in approved location; underground rough plumbing and steel reinforcement must be completed. All metal parts must be bonded including light fixtures. Work must be ready to receive concrete.

Deck inspection: Form boards must be installed and located in accordance with the approved plans. Wire mesh must be installed or use of fiber mesh must be noted on plans. Electrical bonding of all metal parts must be completed and underground plumbing piping water test shall be applied. Work must be ready to receive concrete.

Final inspection: Equipment must be located per approved plans, pool safety equipment installed, electrical, plumbing and gas safety devices must be installed and completed per code.

Note: Should you have questions or require any additional information, please contact the Building Division at (386) 775-5423. Additional documents maybe required upon request by the Building Division.