



Pool Permit Guidelines

Residential

Building Permits are to be applied for using the City of Sanford online portal:

<https://www.citizenserve.com/sanford>

SUBMITTAL REQUIREMENTS

(The following paperwork shall be uploaded in .pdf format for review)

- Provide a Contract, signed by the property owner and contractor, indicating the construction cost
 - Not required for Owner/Builder permits
- Provide a Site Plan, drawn to scale with accurate measurements showing location of pool with setbacks
- Provide a Pool Plan indicating the general design/size/shape of the pool (site specific)
 - Must include the deck type and dimensions
 - Indicate any footings and footing sizes
 - Location of drains
 - Distance from the pool edge to any windows or glass doors
- Provide digitally signed and sealed pool construction plans
 - Drawings are to be legible & drawn to minimum ¼" per 1 foot scale
 - Minimum size page is 11x17
 - Landscape Orientation is required
 - Indicate specific type of footing(s) that will be used for the deck
- A completed total dynamic head calculation in accordance with ANSI/APSP 7-06 with associated equipment specifications to verify compliance with the entrapment protection for suction outlets provisions of FBCR R4101.6.6.
- Provide a completed Residential Pool Safety Act Form
 - If using a Swimming Pool Alarm, provide documentation indicating compliance with ASTM Standard F2208

CONSTRUCTION DOCUMENTS MUST INCLUDE, AT A MINIMUM, THE FOLLOWING:

SITE PLAN

- ☐ Lot number
- ☐ Address
- ☐ Primary building setback lines/envelope
- ☐ Equipment location
- ☐ Easements: drainage, utility, etc.
- ☐ Location of septic systems

PLANS / GENERAL

- ☐ Plans to 1/4" scale
- ☐ Designer information: name, address, registration # on all pages
- ☐ Design criteria: applicable codes and/or standards
- ☐ Code editions in effect
- ☐ Accessibility Requirements
- ☐ Standards as referenced
- ☐ Method of compliance for the swimming pool barrier requirement
- ☐ Safety glass requirement

ELECTRIC (to be shown on Pool Plan)

- ☐ Bonding/grounding to pool reinforcement steel/perimeter deck
- ☐ Service location
- ☐ Panel locations
- ☐ GFCI
- ☐ Outdoor receptacles
- ☐ Disconnecting means
- ☐ Switches/lights

MECHANICAL (to be shown on Pool Plan)

- ☐ Equipment location
- ☐ Anchorage for wind requirements
- ☐ Clearances at equipment

PLUMBING

- ☐ Piping Diagram