



## **Pool Permit Guidelines In Ground or Above Ground**

**12" or greater deep located within 500' of any two or more residences**

The following is a list of items that must be submitted in order to process a permit application:

1. Scaled drawing or site plan (two (2) copies on 8-1/2" x 14")
  - Plan must be to scale and have scale indicated on plan
  - Pool must be drawn to scale on the site plan
  - Indicate distance between the pool and any other structures
  - Indicate size, type and location of fencing around the pool area
    - Pool must be completely surrounded by a 6' solid wood fence
    - 6' wrought iron fence may be used if the spacing between bars is no greater than 2"
    - 6' chain link fences will be acceptable if slats are installed
    - Enclosure must have self-closing, self-latching gate
    - An audible alarm lasting 30 seconds is required on all doors with direct access to the pool.
  - No portion of the pool, deck or equipment will be permitted to encroach any easement
  - Show all easements and building lines
  - Indicate location of pool equipment
2. Signed and notarized Pool Deck Agreement (1 copy)
  - Notary is available in Public Works Administration
3. Pool reinforcing steel detail (if applicable) (2 copies)
4. Above ground pools with deck must meet the following criteria:
  - Decks 30" or greater above the natural ground must have a 36" guard or handrail and the distance between spindles must be 4" or less
5. Completed Building Permit Application (1 copy)
  - Separate Plumbing Permit and Electrical Permit required, if necessary
6. Permit fee amount to be paid at the time of submittal.
7. The following inspections may be required depending on the detailed pool construction:
  - Pool Steel
  - Pool Deck Steel
  - Wet Deck
  - Plumbing
  - Electrical
  - Pool Final



## Pool Deck Agreement

I, \_\_\_\_\_, at \_\_\_\_\_,  
(Property owner) (Address)

have a contract with \_\_\_\_\_ Pool Company to construct a pool at said property. Due to the size of the pool, no portion of the decking can be constructed that it would encroach the existing easement and/or building line which is prohibited by City Ordinance. It is understood that I will not, at any time, construct decking of any kind to encroach this easement.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

Sworn to and subscribed before me by said \_\_\_\_\_ on \_\_\_\_\_, 20\_\_\_\_, to certify which witness my hand and seal of office.

SEAL

\_\_\_\_\_  
Notary Public in and for the  
State of TEXAS