



MARK R. JOHNSON
Mayor

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SWIMMING POOL CHECKLIST

- Completely fill out and sign application
- Cash sale document showing ownership
- Contract between owner and contractor showing estimated cost and scope of work
- State license or license exemption sheet (notarized)
- Survey - current and stamped with drainage detail
- Plot plan with house indicating where on the property the pool will be located - also showing all setbacks/fence/gate locations/statement verifying alarms on back doors/window
- Pool plans should include details, drawings and notes that sufficiently describe the work being done including cross section diagram.
- Tree plot plan with trees marked that need to be removed
- Verify flood zone, zoning and setbacks.
- Permit fee - \$.25 per square foot of building area plus \$25 per inspection fee
- Re-inspection fee is \$100 each time failed inspection. Fee must be paid before re-inspection will be scheduled.
- Copy of fence permit if applicable