



## SWIMMING POOL/SPA PERMIT

When submitting your permit, you must provide the following documents:

1. A pool plan with stamps by the electrical service provider (Oncor or Wise Electric Coop), the plan must include a side elevation drawing reflecting the actual field conditions and actual pool configuration with the following dimensions:
  - A. The horizontal distance from the edge of the foundation to the pool.
  - B. The vertical distance from the top of foundation to the top of deck.
  - C. A line showing a 1:1 ratio from the top of grade, extending at a 45 degree angle past the pool shell. (Note: This measurement may be taken from the bottom of grade beam. If the bottom of the grade beam is used, a hole exposing this area will be required at the belly steel inspection.)
  - D. A full-length measurement of the pool.
  - E. A vertical measurement from the top of pool to the closest point of the 1:1 ratio. (Note: This measurement should also reflect the horizontal distance from the pool wall excavation to the vertical measurement.)
  - F. Any other measurement deemed necessary by the City or the contractor to ensure the pool is not built encroaching into the 1:1 ratio from the building foundation.

EXCEPTION: Above-ground pools and spas are not required to provide plans stamped by the electrical service provider.

**\*\*\* All required plumbing drawings must be to 1/4 or 1/8 scale. \*\*\***

2. A site plan indicating the location of the pool in relation to property lines and the distance the pool will be from any structures. Measurements will be made to the pool structure itself - not the water's edge. Location and setback requirements include:
  - A. Rear Yard - The pool must be located at least five feet (5') from the rear property line.
  - B. Side Yard - The pool must be located at least five feet (5') from the side property line.

- C. Easements - Pools, pool decks, and pool equipment cannot be located within any easement.
- D. Buildings - Pools must be located no less than three feet (3') from buildings with foundations and at least one foot (1') for every one foot (1') of depth - measured to any point of excavation. For example, if a portion of a pool is five feet (5') deep, that portion of the pool must be located at least five feet (5') from a building that utilizes a foundation. Any pool located closer than 3' or in violation of the 1:1 ratio to the foundation will require a sealed engineered design.

EXCEPTION: Above-ground pools and spas do not have a minimum required setback from foundations but are required to comply with property line setback and easement requirements.

- E. Pool Equipment - Pool equipment cannot be located within the front yard of a lot or within an easement. Pool equipment cannot be attached to a common fence separating an adjoining property. Pool equipment cannot be installed in drainage swales and designated drainage flows.
  - F. Rain Gutters - A gutter or rain guard must be installed above equipment when the equipment is located beside a structure with an overhanging roof.
  - G. Septic Systems (OSSF) - The setback requirements from the spray area of a surface irrigation system are twenty-five feet (25'). The setback requirements from subsurface disposal and all other system types are five feet (5').
3. A Drainage and Access plan. This plan must be separate from the required site plan. This plan must be submitted at the time of permit application but will not be reviewed or approved until the pre-drainage inspection when the inspector is onsite.

The plan must include the following:

- A. Drainage Plan – The location of any proposed or existing sub-surface drain systems located on the property and surface drainage arrows that conform to the City approved drainage plans. If no drainage plans exist, the proposed drainage plan must not increase the flow of water to adjacent lots. NOTE: All deck and overflow drain terminations must be clearly identified on the drainage and access plan and must be approved at the pre-drainage inspection. Termination at the street must be preapproved and will only be allowed for lots with special circumstances. If pre-approval is granted, the drains must be constructed through the curb and must be cored. A separate right-of-way permit will no longer be required.
- B. Indicate Location of Access – Arrows marking and labeling the proposed equipment access point must be clearly identified on the Drainage and Access plan.

NOTE: If accessing across a neighboring property, a notarized release from the property owner will be required.

4. A signed and notarized completed copy of the Pool Construction Affidavit must be submitted.
5. A signed and notarized copy of the Pool Alarm Affidavit must be submitted.
6. Permit Expiration: All pool permits must receive an approved final inspection within 180 days of the issue date, or the permit will be expired. A contractor holding an unexpired permit may request an extension of the permit using the procedure outlined in the International Residential Code ordinance. Any permit that is expired must be resubmitted and a fee paid equal to the original permit fee.

Permit Fees - Permit fees for swimming pools are as follows:

In-ground pool	\$550.00*
Spa or above-ground pool	\$200.00
*Plus Drainage Inspection Fee	\$250.00

# Inspection Requirements

The following inspections are required for every pool constructed in the City of Aurora:

- Pre-Drainage/Stake Out
- Belly Steel/Pool Placement
- Deck Steel/Bond/Plumbing
- P-trap/Gas
- Electrical Underground
- Pre-plaster
- Final Drainage
- Pool Final

Additional Inspection Requirements:

At all times during the construction of the pool, a temporary fence that is at least thirty-six inches (36") in height should completely surround the pool.

When scheduling an inspection, verify that all dogs are removed from the pool area.

During relocation of excavation debris, a copy of the pool construction affidavit will be required to be presented upon request by a City official if the debris is being relocated within City limits.

# Swimming Pool & Spa Requirements

Building permits are required for most residential pool installations. Prefabricated swimming pools accessory to a single-family residence, which are less than 24" deep, do not exceed 5,000 gallons and are installed entirely above ground, are EXEMPT from permits.

The following forms are required to submit a permit application for a pool/spa:

- Affidavit for Application
- Four (4) copies of property legal description
- Four (4) copies of site plan giving property dimensions, showing any adjacent streets, indicating the location of a septic system and position of house on the lot.
- Four (4) copies of complete structural plans (compliant to the 2015 International Code)
- Electric company signed seal of approval on all plans
- Contractor Registration (due by issuance)

**The following barrier and safety requirements must be in place before final inspection:**

## **Definitions:**

**Barrier:** A fence, wall, building or combination thereof, which completely surrounds the swimming pool and obstructs access to the swimming pool.

**Pool:** Any structure intended for recreational bathing that contains water over 24 inches deep. This includes in-ground and above ground and on ground swimming pools, hot tubs and spas.

## **ALL POOLS**

- Must be completely surrounded by a 48-inch-high barrier.
- The opening in this barrier shall not be large enough to allow a 4 inch-diameter sphere to pass thru.
- If the barrier is solid (no openings), it shall not have any protrusions or indentations creating a ladder effect.
- All pool fencing must be installed so that the "Nice" side is facing away from the pool area. All support beams and members are to be viewed from inside the pool area that is enclosed.
- On stockade type barriers, when spacing between horizontal members is less than 45 inches, the vertical member spacing shall not exceed 1 ¾ inches in width. Where horizontal spacing is more than 45 inches between members, vertical member spacing shall not exceed 4 inches in width.

- The maximum mesh size on chain link fencing shall not exceed 2 ¼ inches UNLESS the fencing has slats fastened to it.
- All gates (except those larger than 6 feet in width) must open outward and away from the pool, have a self-closing device and have a self-latching device.
- The release mechanism for the self-latching device must be 54 inches or more from the bottom of the gate. **IF**, the release mechanism is less than 54 inches, it must be located on the pool side of the fence and at least 3 inches from the top of the gate. There must also be no openings larger than ½ inch located within 18 inches of the release mechanism.
- The pool shall be equipped with a powered safety cover OR Any door (including a sliding glass door) that leads directly into the enclosed area where the pool is located, must be equipped with an alarm that has an audible warning that can be heard from anywhere inside the house. A pool alarm must activate within 7 seconds of opening the door and be located at least 54 inches above the threshold of the door.  
**PLEASE NOTE:** Burglar alarm systems are not acceptable.

**Above Ground Pools**

- Pools that have a wall height measuring 48” above grade do not need an additional barrier.
- Pools that have a wall height measuring **Less** than 48” require an additional barrier either on ground level or mounted to the top of the pool structure. Barriers mounted on the top of the pool structure shall not have a vertical clearance more than 4 inches from the top of the pool structure to the bottom of the barrier itself.
- Any ladders or steps located on an above ground pool must be able to be secured, locked or folded up and locked to prevent access. For those ladders which are permanently fastened, a 48” barrier is required around them along with the requirements mentioned in Numbers 1 thru 8 listed above.
- Spas and hot tubs with an approved ASTM F 1346 safety cover are exempt from barrier requirements.

**I have read and understand all the requirements as listed above.**

Address: \_\_\_\_\_

\_\_\_\_\_  
*Property Owners Signature*

\_\_\_\_\_  
*Date*



<b>PERMIT NUMBER</b>
<b>APPROVED BY</b>
<b>APPROVAL DATE</b>

**\*\*\*NOTICE ALL INSPECTION REQUESTS REQUIRE A MINIMUM OF 24-HOURS NOTICE\*\*\***

OWNERS NAME: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

TAX DISTRICT GEO NUMBER: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

POOL CONTRACTOR: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE: \_\_\_\_\_

\*\*MASTER PLUMBER: \_\_\_\_\_ LIC NO: \_\_\_\_\_

MASTER ELECTRICIAN: \_\_\_\_\_ LIC NO: \_\_\_\_\_

Check all applicable items:

This is:       New Construction       Remodel/Addition       Accessory Structure

This location:       Residential       Multifamily       Commercial       Retail/Office

Critical Area Compliance

I \_\_\_\_\_, the undersigned applicant hereby declares:

- (1) Applicant is competent to be a witness herein;
- (2) The applicant is the owner/responsible party for the above project;
- (3) That to the best of the applicant's knowledge, the critical areas of the development site have not been illegally altered; and
- (4) Applicant or Contractor has not been in violation of any critical area regulations of the City of Aurora.

I am submitting for permit as authorized by the International Building, Residential, Plumbing, Fire, Mechanical, and National Electrical Codes, currently adopted by the City of Aurora, Texas. I have read the following statement and understand that failure to comply with all conditions once construction has begun may necessitate an immediate work stoppage, issuance of citations, a required appearance before the municipal judge and/or fines and penalties accrued and assessed daily.

**Contractor's Declaration:**

<b>CONTRACTOR'S SIGNATURE</b>	
<b>PRINTED NAME</b>	
<b>DATE</b>	

**Property Owner's Declaration:**

<b>OWNER'S SIGNATURE</b>	
<b>PRINTED NAME</b>	
<b>DATE</b>	