



# Pool & Spa Permit Application Checklist

## BUILDING DEPARTMENT

Revision Date: 3/17/2021

Form I.D. Number: 023.0

### Required Permit Applications:

[Building Permit Application](#) (Also required for Above Ground and/or Pool Resurfacing) (Broward Link)

[Building Permit Application](#) (Electrical) (Broward County Link)

[Building Permit Application](#) (Plumbing) (Broward County Link)

[Building Permit Application](#) (Deck, if applicable) (Broward County Link)

### Permit Review Stops:

Structural

Electrical

Plumbing

Zoning

Fire (if installing gas heater)

### Minimum Plan Submittal

Signed Contract between Contractor and Owner

Two (2) copies of Survey. (Also required if resurfacing pool with change to Tile and/or Coping)

Two (2) sets of Site Plans showing location of pool with all required setbacks.

Two (2) sets of Plans, signed and sealed by a Florida licensed Architect/Engineer.

Two (2) sets of Plans showing compliance with R4501.17.1 Residential Swimming Pool Barrier Requirements

[Special Building Inspector Form](#) (if pool is on pilings) (Broward County Link)

### Other Requirements & Information

[Contractor Registration Requirements](#) (if Contractor not registered with City)

[Owner/Builder Affidavit Packet](#) (if Owner/Builder)

[Notice of Commencement](#) (if job value over \$2,500, required before 1<sup>st</sup> inspection) (Broward County Link)

Please note that this checklist is not intended to be all-inclusive.  
Due to changes in codes, regulations, and ordinances, other requirements may apply.