



Swimming Pool, Pool House and/or Structure Permit Application

COMPLETED APPLICATION AND DOCUMENTS MUST BE SUBMITTED BEFORE
THE PROJECT BEGINS

DATE RECEIVED

Title Verified: YES NO

PROPERTY OWNER INFORMATION

NAME _____

MAILING ADDRESS _____

CITY/STATE ZIP _____ PHONE/CELL # _____

EMAIL _____

DESCRIPTION OF PROPERTY IN STAR

Street Address _____

Block _____ Lot(s) _____

CONTRACTOR INFORMATION

NAME _____

ADDRESS _____

CITY/STATE ZIP _____ PHONE/CELL # _____

EMAIL _____

DETAILED DESCRIPTION OF PROJECT

Pool structures include but are not limited to fences, pool houses, pergolas, gazebos, and cabanas. Above ground swimming pools are prohibited; kiddie wading pools, for the occasional use of children are permitted. Private swimming pools will be fenced, gated, and locked. Responsibility for meeting minimum pool safety requirements rests solely on the pool/property owner.

Fees: Swimming Pool with or without Pool Structures = \$250.00

Swimming Pool House = \$200.00

Swimming Pool Structure = \$50.00

Building Permit Application Fee made payable to "The City of Star Harbor"

Requirements for Swimming Pool, Pool House, and Pool Structure Projects:

A building site plan showing the planned location of the pool, pool yard enclosure and swimming pool structures on a plotted lot and in relation to the residence and other structures on such lot. A swimming pool and swimming pool structures may be constructed, erected, or installed only as an adjunct facility to a residence occupying such lot or lots and shall be used only for private recreational or the therapeutic purposes and shall not be available to the public.

Drawings and descriptions of the dimensions and materials, finish and final appearance of the proposed swimming pool, pool yard enclosure and swimming pool structures.

Property owner shall define the source and quantity of water to be used in the proposed swimming pool, and the provisions, control, and disposal of overflow and complete or partial draining of the swimming pool. Water from back flow, back wash, overflow, partial or complete draining of the pool shall not be connected to or discharged into the sanitary sewer system of the City of Star Harbor.

Full responsibility for the construction, maintenance and operation of private swimming pools and swimming pool structures shall be placed with the owners thereof.

A homeowner may construct a pool yard enclosure (fence) in addition to a perimeter/boundary fence, if desired. A pool yard enclosure fence shall not be less than forty-eight inches (48”), nor more than seventy-two inches (72”) in height, measured from ground level, and shall not be more than twelve feet (12’) from the edge of the pool’s containment area. The B&Z Review Board may allow deviations from the twelve feet (12’) distance from the edge of the pool’s containment area to either the back or side property set back distances.

Pool yard enclosure fence and gate/s shall be constructed of wrought iron, tubular steel, chain link, or a combination thereof. Pool yard enclosures must have self-closing and self-latching gates that are lockable at all entrances.

Permit Modifications: The property owner or contractor is required to submit a Build Permit Modification request to the B&Z Review Board before making any project changes. Such changes include but are not limited to design changes, material changes, etc.

Permit Expiration: If the permitted project is not complete within the specified time, the property owner or contractor shall be required to submit a Building Permit Renewal Application with appropriate fees to the City prior to the current expiration date. Proof of receipt prior to the expiration date is required. All permit renewals will be for a thirty (30) day period. Additional renewals beyond those specifically mentioned in the applicable section or APPENDIX A – BUILDING PERMIT FEE SCHEDULE are at the discretion of the B&Z Review Board.

Inspections: Form Board Survey: This survey is used to illustrate the location of the form boards in relation to the property lines, building lines, known easements, and known setback lines. The forms themselves are used to pour concrete to form the slab foundation. The form board survey must be prepared by a Registered Professional Land Surveyor (RPLS) and must show the building setback lines and the exact location (including distances from property lines) of the foundation form boards. It is required that you order this type of survey to confirm the correct location of your forms before you install the plumbing or dig your piers. ***A copy of the completed form board survey must be turned into City Hall before work may continue.*** Pouring a foundation without first completing all inspection prerequisites including B&Z Review Board representative approval will result in a “Stop Work Order” and will result in a fine.

Certificate of Completion: Following the inspection and if the work was completed in compliance with all related City ordinances the B&Z Review Board shall issue a Certificate of Occupancy. **The structure shall not be occupied or used until a Certificate of Occupancy is issued by the Building & Zoning Review Board.**

Applicant Certifications:

I/we certify that to the best of my knowledge all information submitted with this application is correct and accurate. I/we further certify that I/we have read, understand and will comply with the provision of Building and Zoning Ordinance Number 172R pertaining to the provisions that apply to Building Permit for which I/we hereby make application.

Property Owner’s Signature

Contractor Signature

Date _____

Date _____