



Building Division  
PO Box 490, Station 9  
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## Residential Swimming Pool Permit Checklist

This checklist is for the design, construction and installation of a residential swimming pool/spa. The submittal must include the following items and show compliance with the current edition of the Florida Building Code – Residential, Chapter 45 and the National Electrical Code (NEC).

**Separate permits are required for electrical, plumbing, mechanical, and fuel gas work included in the installation of the pool/spa. Other permits may be required by Public Works.**

### GENERAL SUBMITTAL REQUIREMENTS:

<input type="checkbox"/>	<b>PERMIT APPLICATION</b> – Apply online at <a href="http://www.PermitGNV.com">www.PermitGNV.com</a> - Do not upload construction documents until you receive an email notification from ProjectDox.
<input type="checkbox"/>	<b>SUBMITTAL QUALITY</b> - All drawings must be clear, concise and drawn to scale. "Optional" details that are not used must be marked void or crossed off.
<input type="checkbox"/>	<b>DESIGNER OF RECORD</b> - Designer's name, signature, and license number (if applicable) must be shown on the drawings. If created by a licensed architect or engineer, the drawings and documents must be digitally signed as required by Florida Statute.

### CONSTRUCTION PLANS & DOCUMENTATION:

<input type="checkbox"/>	<b>RESIDENTIAL SWIMMING POOL BARRIER FORM</b> – Provide the Gainesville Barrier Form indicating the proposed methods of protection for the property and the pool, and signed by the applicant and the contractor.  Compliance with Florida Statute Chapter 515 Residential Swimming Pool Safety Act is required prior to approval of the pool final inspection and use of the pool or spa.
<input type="checkbox"/>	<b>SITE PLAN</b> – Show all existing buildings, structures, trees, visible utilities, construction access and proposed pool location with dimensions from pool to all property lines and the dwelling. If any structures or trees are being affected by the installation, please indicate which ones on the site plan. If no structures or trees (within 50 feet) are being affected by the installation, please state that on the site plan. <ul style="list-style-type: none"><li>• Show details demonstrating compliance with the pool barrier requirements.</li><li>• Show location of all proposed pool equipment and appliances.</li><li>• Show screening of equipment from road.</li></ul>
<input type="checkbox"/>	<b>POOL / SPA LAYOUT DRAWING</b> – Drawings must be dimensioned and show piping route, piping length, piping size, drains, suction inlet locations, skimmers and re-circulation lines, pump, piping valves and component parts. Layout must be consistent with pool engineering.
<input type="checkbox"/>	<b>TOTAL DYNAMIC HEAD (TDH)</b> – Calculations must be provided showing compliance with the current Florida requirements in accordance with ANSI/APSP/ICC 7.



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<input type="checkbox"/>	<b>ENERGY EFFICIENCY</b> – Compliance must be shown with the current Florida requirements in accordance with ANSI/APSP/ICC 15.
<input type="checkbox"/>	<b>ELECTRICAL</b> – Show the location of existing electrical outlets and fixtures and the proposed receptacle and fixtures within the pool area. All work must be in compliance with the current Florida edition of the National Electrical Code (NEC).
<input type="checkbox"/>	<b>ACCESSORIES</b> – Provide manufacturer’s information for all accessories to the pool such as ladders, slides, and diving boards etc., as shown in the proposed design.
<input type="checkbox"/>	<b>MANUFACTURER’S SPECIFICATIONS</b> – Provide manufacturer’s cut-sheets and installation instructions for all proposed equipment and appliances, such as filters, chlorinators, pump, fittings, etc.
<input type="checkbox"/>	<b>EXTERIOR EQUIPMENT</b> – Details on the attachment of exterior equipment and appliances subject to wind exposure will be required prior to installation.
<input type="checkbox"/>	<b>GLAZING</b> – Show all glazing (windows and doors) within 60 inches of the pool edge and where the bottom exposed edge of the glazing is less than 60 inches from the pool deck.
<input type="checkbox"/>	<p><b>SITE BUILT ENGINEERED DRAWINGS</b> – Pool drawings must include the following information in compliance with the current edition of the Florida Building Code – Residential, Chapter 45 and National Electrical Code (NEC):</p> <ul style="list-style-type: none"> <li>• Reinforcement, thickness and type concrete, depth limits, details of built in steps, footings on decks, for both pools, spas, and non-portable hot tubs.</li> <li>• Equipotential bonding grid must be shown on pool layout &amp; details as to connection of grid to pool steel.</li> <li>• Piping layout showing piping size, drains, suction inlet locations, skimmers and re-circulation lines.</li> <li>• Entrapment protection. (Manufacturer and model)</li> </ul> <p><b>NOTE:</b> Submittal of generic engineered pool designs will require the contractor to meet all specifications of the designer of record for the site conditions.</p>
<input type="checkbox"/>	<b>MANUFACTURED POOL/SPA SHELLS</b> – Provide manufacturer’s specifications and installation guidelines.
<input type="checkbox"/>	<b>CONTRACTOR POOL DESIGNS</b> – Contractors designing pools pursuant to the Declaratory Statement DS 2012-077 issued by the Construction Industry Licensing Board must submit designs in compliance with the requirements of this document, with the exception to the architect or engineer design requirements.

## RESOURCES

POOL STANDARDS - <https://codes.iccsafe.org/codes/standards/apsp-standards>

FLORIDA BUILDING CODE - [https://floridabuilding.org/bc/bc\\_default.aspx](https://floridabuilding.org/bc/bc_default.aspx)