

APPLICATION REQUIREMENTS – Pools**PRSPL**

1&2 Family, Multi-Family, and Commercial Pools and/or Spas

Submittal Requirements

The submittal items below must have documents submitted for review as required by the scope of work.

If applicable, plans must be signed and sealed.

- **Site Planning Document:** A proposed site plan.
 - This document may need to be certified if new impervious area is over 400 sq ft and not older than 6 months, signed and sealed by a licensed Florida professional surveyor and mapper, architect or engineer, showing property lines, setbacks, easements, water bodies, and all existing and proposed structures. Clearances to powerlines.
 - If on septic: Please show distance of proposed structure to septic. Per 62-6.005(2) F.A.C., must be at least 5 feet away. Width of canal

Inground Pools

- **Construction Plans:** Plans reflecting the scope of work.
 - Engineered structural detail
 - Site specific dimensioned pool design plan
 - Site specific TDH calculations
 - Provide make, model, and horsepower for proposed pump with supporting manufacturer's pump curve
 - Provide lighting selection: standard or LED, with or without niche
 - Provide proposed deck material: wood, concrete, or sand set pavers
 - [Residential Swimming Pool Safety Act form](#) and proposed method of barrier protection

Aboveground Pools

- **Construction Plans:** Plans reflecting the scope of work.
 - Installation manual
 - Manufacturer of pump, must have GCFI receptacle
 - Pool dimensions (length, width & height)
 - Safety Barrier (if required)

Additional Submittal Requirements

Additional submittal items and documents may be required based on information provided and scope of work.

- **[Vegetation Removal Affidavit:](#)** Required if lot is one acre or greater.
 - One acre of vegetation is allowed to be removed after the single-family building permit has been issued. A Vegetation Removal Permit is required to clear over one acre.
- **[Storm Water Plan:](#)** Required on lots with 1 & 2 Family dwellings, with the following exceptions:
 - Lots located in the Rural Agricultural (A) Zoning district outside the Immokalee Urban Area Overlay district and outside the coastal urban designated area as established in the Future Land Use Map; and
 - Lots that have received a Surface Water Management or Environmental Resource Protection permit from the South Florida Water Management District.

Collier County

- **[Owner-Builder Application](#)**: For owners of property when acting as their own contractor and providing direct, onsite supervision themselves of all work not performed by licensed contractors. Document must be signed in person and notarized by Collier County Growth Management staff.
- **[Preservation Review Form](#)**: If the property is in the Rural Fringe Mixed Use District.

Additional Submittal Requirements for Commercial and Multi-Family

- **Health Department**: A completed DOH application – DH4159

Information Required for Online Portal Application

The following questions will be asked on the portal when applying for a permit:

Select: Building, Remodel & Accessory Permits

Application Type

Choose the application type: **Pool**

Please categorize the nature of the work being done: *Addition, Alteration/Remodel, New Construction*

Please describe the work being done: *(enter scope of work)*

Building Use: *1-2 Family, Business, Institutional/Civic, Mixed-Use, Multi-Family, Transient Lodging*

Is this a private provider inspection?

Is this a private provider review?

Is the property owner doing work?

Related to a Natural Disaster?

Waiver of review time limits: *1-2 Family only*

Are you applying as a Design Professional?

Are you applying as a State Park, Habitat for Humanity, or Chickee Builder contact?

Permit Types

Pool

Work Items

Declared Construction Cost for this scope of work:

Is declared value of work > 25% of structure's improved value?

Work Items (select one or more): *Above Ground Pool, Above Ground Pool with Deck, Pool, Public Pool Commercial, Resurfacing Pool*

Location

Address Location: *(enter street address or parcel)*

Contacts

Select Primary Contractor: *(only active contractors will show)*

Select Qualifier:

Select any subcontractors needed: *(electrical, plumbing, mechanical, roof, septic)*

****Please ensure to generate your permit application summary page once you have successfully submitted your application for your records.****

Helpful Guides

- [Register on the portal](#)
- [Adding an address to a permit: Address Picker](#)
- [Adding a Contractor and Qualifier to Contacts](#)
- [Applying for a Building Application](#)