



# Residential Pool Checklist

Job Address \_\_\_\_\_

- Building Permit Application & Permit Checklist** – completed and signed
  - Zoning Compliance Application** – completed and signed
  - Copy of recorded plat** – Clerk of Courts
  - Proof of paid taxes** – Tax Commissioner
  - Site Plan** (see **Zoning Compliance Application** and **Site Plan Exhibit**)
    - 11" x 17" or greater
    - drawn to scale with dimensions in feet
    - must bear the seal* of a licensed architect, landscape architect, engineer, surveyor, or GA DPH certified professional soil scientist if less than 5 acres
  - Flood Elevation Certificate** (if applicable) – plat/letter with engineer/surveyors seal required
  - Environmental Health **Septic Tank** Permit
  - Construction Plans** – if the site plan *CLEARLY* shows the pool, pool deck, and fence, there is no separate construction plan submittal required.
- \* PLANS MUST BE ORIENTED AS SHOWN ON THE SITE PLAN AND AS INTENDED TO BE BUILT ON THE LOT. \***
- 11" x 17" or greater, drawn to scale with dimensions in feet,  
show pool, pool deck, and fence in relation to the house
  - Current Copy of General Contractor's** business license and driver's license
  - Subcontractor permits** required to be pulled before that work is started - \$50 each
    - o electric, gas
      - copy of business license, state license, and driver's license
    - \* Homeowners performing work need to obtain sub permits also

By signing this application, you hereby certify that you have read and examined this checklist. You attest that ALL attachments are included (originals will be returned to you).

Owner / Agent \_\_\_\_\_ Date \_\_\_\_\_