

# Swimming Pool, Spa & Hot Tub Permit Application



## Development Services

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**Permit applications must be submitted in-person by the owner or their authorized agent.**

<b>Project Location:</b> <i>(complete the following)</i>	
Street Address:	
Owner Name:	
<b>Type of Work:</b> <i>(check the appropriate boxes)</i>	
<input type="checkbox"/> Swimming Pool (residential)	<input type="checkbox"/> Spa / Hot Tub
<input type="checkbox"/> Residential	<input type="checkbox"/> Multifamily/Commercial
<input type="checkbox"/> Other (please describe):	
<b>Description of Work:</b> <i>(complete the following)</i>	
<b>Pool / Spa / Hot Tub Specs:</b> Area (sq. ft.): _____ Size (gallons): _____ Perimeter (feet): _____ Spa: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<b>Deck / Coping Specs:</b> Coping Size / Type: _____ Deck: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Deck Area (sq. ft.): _____ Deck Material: _____
<b>Construction Value (\$):</b>	<b>Other Improvements:</b> Fence <input type="checkbox"/> Yes <input type="checkbox"/> No      Canopy / Pergola <input type="checkbox"/> Yes* <input type="checkbox"/> No Accessory Structure <input type="checkbox"/> Yes* <input type="checkbox"/> No *Additional permit application required
<b>Items Required with Application:</b> <i>(check the appropriate boxes to indicate items submitted with application)</i>	
<input type="checkbox"/> <b>Application</b> <i>(1 completed &amp; signed original)</i>	
<input type="checkbox"/> <b>Construction Plans &amp; Documents</b> <i>(3 plan sets with each set bound separately; see attached Swimming Pool, Spa &amp; Hot Tub Permit Application Instructions for plan requirements)</i>	
<input type="checkbox"/> <b>Oncor or CoServ Approval Stamp</b> <i>(construction plans &amp; documents must be certified by Oncor or CoServ)</i>	
<input type="checkbox"/> <b>Fee</b> <i>(\$300 for single-family and two-family; \$500 for multifamily and commercial plus health permit fee)</i>	
<input type="checkbox"/> <b>HOA Approval Letter</b> <i>(for pool, spas or hot tubs on residential lots within a homeowners association, provide HOA letter of approval)</i>	
<input type="checkbox"/> <b>Contractor Registration</b> <i>(submit contractor registration application if not registered or renew registration if not current)</i>	
<input type="checkbox"/> <b>Health Permit Application</b> <i>(required for multifamily or nonresidential pools, spas and hot tubs only)</i>	

<b>Pool Contractor:</b> <i>(complete the following; registration required)</i>	
Company Name:	Email Address:
Contact Person:	Phone / Cell #:
Street Address:	Fax #:
City, State, Zip Code:	
<b>Subcontractors:</b> <i>(complete the following; registration required)</i>	
Electrical Contractor:	
Plumbing Contractor (required if gas line is being installed):	
<b>Acknowledgement:</b> <i>(complete the following and sign)</i>	
<p><b><i>I HEREBY CERTIFY THAT I AM THE AUTHORIZED AGENT OF THE OWNER. AFTER CLOSE REVIEW OF THE APPLICATION I FURTHER CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE; THAT THE WORK SHALL COMPLY WITH ALL PROVISIONS OF KRUM'S LAWS AND ORDINANCES WHETHER SPECIFIED OR NOT; AND THAT THE ISSUANCE OF THE PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY FEDERAL, STATE, OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION. AN ISSUED PERMIT BECOMES INVALID IF THE WORK AUTHORIZED BY THIS PERMIT DOES NOT COMMENCE ONSITE WITHIN 180 DAYS OF ISSUANCE OR IF THE WORK ON THE SITE IS INCOMPLETE DUE TO SUSPENSION OR ABANDONMENT 180 DAYS AFTER WORK COMMENCED. ALL PERMITS REQUIRE FINAL INSPECTION AND/OR CERTIFICATE OF OCCUPANCY.</i></b></p>	
Signature:	Email Address:
Printed Name:	Phone / Cell #:
Date:	Fax #:

## Swimming Pool, Spa & Hot Tub Permit Application Instructions

**GENERAL:** A swimming pool, spa and hot tub permit is required for installation of new swimming pool, spa or hot tub and for modification or replacement of an existing swimming pool, spa or hot tub.

**CONSTRUCTION PLANS & DOCUMENTS:** The following plans and documents shall be submitted with the swimming pool, spa and hot tub permit application. The maximum document/drawing size shall be 11" x 17". In lieu of paper plans, plans may be submitted in electronic format (PDF) on CD/DVD or USB thumb drive media.

1. *Plot Plan* – Plot plan or site plan shall be drawn to scale. Plan shall state address, subdivision name and phase, and lot and block number. Plan shall show, dimension, and label the following:
  - Property lines, easements, and zoning setbacks;
  - Building footprints of existing home and accessory structures with distances to property lines;
  - Footprints of proposed pool, spa and/or hot tub, and deck, equipment, and other associated improvements with distances to property lines and structures;
  - Location of well and/or on-site sewage facilities if any;
  - Location of underground and/or overhead electrical service(s) **with stamp from Oncor or CoServ certifying location of service(s) and approving plot plan and construction plans;** and
  - Location of required fencing and gates. (See #4 below)
2. *Grading Plan* – Plan shall show general direction/flow of drainage of the lot taking into consideration existing and proposed improvements. If proposed pool, spa and/or hot tub, or deck construction is within side or rear zoning setbacks, the grading plan shall be prepared by State of Texas registered Professional Engineer or Registered Professional Land Surveyor. Plan shall be sealed, signed, and dated; original seals and signatures must be on all sets.
3. *Detailed Construction Plans* – Plans shall show construction details for the swimming pool, spa and/or hot tub and deck, equipment, and other associated improvements.
4. *Fence (Barrier) Plans* – Swimming pools shall be completely enclosed by a fence or other barrier in accordance with Section 3109, Swimming Pool Enclosures and Safety Devices, of the 2012 International Building Code. Plans shall show compliance with Section 3109 including the following:
  - Fence, gate or other barrier must have a minimum of height of 4 feet;
  - Openings in the fence, gate or other barrier must be less than 4 inches in any dimension;
  - Walk-through gates must be self-latching and self-closing;
  - If a wall of the dwelling serves as part of the pool barrier, the pool must have a powered safety cover or an audible alarm when the door is opened.

- Above-ground pools may have the barrier on top of the pool structure. If the barrier is on the pool structure, then the ladder or steps must be capable of being removed, secured, locked, or must have an additional barrier the same as an in-ground pool.
5. *Engineered Foundation Plan* – For a swimming pool, the minimum setback from the foundation of a home to the water’s edge is 5 feet. The water’s edge may encroach into the 5 feet setback provided a foundation plan and/or letter prepared by a State of Texas registered Professional Engineer certifies the encroachment will not adversely impact the structural integrity of the foundation.

**FEE:** The application fee for a swimming pool, spa and hot tub permit is \$300 for single-family and two-family uses. For multifamily and nonresidential uses the application fee is \$500. Please note that, for a multifamily and nonresidential swimming pool, spa, or hot tub, a health permit application must also be submitted.