



CITY OF PENDERGRASS

Pool Installation Plan Checklist

A pool permit IS required for new pool installations and repairs to existing decking.

A pool permit is NOT required for above ground pool placements.

A permit can be obtained by a licensed contractor or the property owner. In order for the property owner to obtain a permit, the property must be their current permanent residence.

Pool permit plan reviews are generally conducted within 5 to 10 business days.

The following documents are required in order to obtain a Pool Permit:

1. Completed Pool Permit Application
2. A site plan showing location of the pool.
3. Jackson County Water and Sewage Approval (or evidence of existing backflow preventer)
4. A fence permit. All swimming pools require a fence for safety purposes
5. Soil Erosion Agreement
6. Retaining Wall Permit, if any walls on the Site exceed four (4') in height
7. Copy of Jackson County Environmental Health Services Approved Building Plans with location of primary and reserve septic, if applicable.
8. Three (3) copies of a pool plan to include the following:
 - a. Overhead plan view dimensioning size and shape of pool
 - b. Steps, Ladders, Skimmers, inlets, overflows, lights and drains
 - c. Elevation view of pool's depth profile
 - d. Elevation view of all above and below water accessories
 - e. Construction details necessary to prove NPSI compliance
 - f. List of all pool equipment and operating capacities
 - g. Mandatory Entrapment protection IRC AG106
 - h. Pool barrier location and details per IRC AG 105

NOTE - NO SPECIMEN TREES CAN BE LOCATED WITHIN FIFTY FEET OF THE PROPOSED DISTURBANCE FOR A POOL. A specimen tree is any hardwood 24" in diameter at breast height (DBH) or larger, any pine tree or other softwood and beech trees 24" DBH or larger, any undestroyed tree (dogwood, redbud, sourwood, etc.) 10" DBH or larger. Removal of or encroachment into the critical root zone (CRZ) of a specimen tree requires approval. The CRZ is one-foot radius for each inch DBH as measured from the trunk of the tree. Encroachment into the CRZ or removal of a specimen tree without City approval will result in an immediate stop work order and issuance of a citation to appear in municipal court. *Tree Buffer Ordinance 5.18.*

The following documents are required under certain circumstances:

1. If a septic system or well is on the same site, approval from the Jackson County Environmental Health Department is required.
2. If the pool is a commercial installation, stamped plans from the Jackson County Environmental County Health Department are required.

Permits for Residential Pools:

| | |
|---------------------------|-------------------|
| Plan Reviews | \$20.00 |
| Land Disturbance Permit - | \$180.00 |
| Fence Permit- | \$150.00 |
| Retaining Wall Permit - | \$150.00 per wall |
| Pool Permit - | \$450.00 |

Permits for Commercial Pools:

| | |
|---------------------------|-------------------|
| Plan Reviews | \$100.00 |
| Land Disturbance Permit - | \$180.00 |
| Fence Permit - | \$300.00 |
| Retaining Wall Permit - | \$150.00 per wall |
| Pool Permit - | 750.00 |

NOTE: *A separate permit is required for any pool houses, clubhouses or outbuildings.*

NOTE: NO RESIDENTIAL POOLS ARE ALLOWED TO BE CONSTRUCTED PAST A PARALLEL LINE ACROSS THE LEADING EDGE OF THE FRONT OF A HOUSE (AS DEFINED AS ANY THE PART OF THE HOUSE FACING A ROADWAY). POOLS MUST BE AT A MINIMUM SET BACK 25 FEET FROM THE REAR PROPERTY LINE AND ALSO SET BACK A MINIMUM OF 25 FEET FROM THE SIDES OF EACH PROPERTY LINE.

Pendergrass Land Use Management Code Section 11.3.6



CITY OF PENDERGRASS

Pool Permit Application (provide all information requested) Date: _____

Residential

Commercial

Location

Address of Job: _____

Parcel: _____ Subdivision: _____ Zoning: _____

Description of Work _____

Work includes: Mechanical Electrical Plumbing Low Voltage Sewage Disposal: Septic Sewer

Affected Square Footage: _____ Construction Cost: \$ _____

Land Owner of Record

Name: _____ Phone: _____

Address: _____ E-mail: _____

Contractor (required prior to issuance) or Owner-Occupant (if no Contractor)

Name of Company: _____ Business License No.: _____

Name of Qualifying Agent: _____ Contractor License No.: _____

Address: _____ 24 Hour Phone: _____

E-mail: _____ Fax: _____

Applicant/Contact (if other than the Contractor)

Name: _____ E-mail: _____ Phone: _____

Signature

Owner or Authorized Agent: _____ Date: _____

Compliance with the Noise Ordinance, Permit Box Posting, Erosion Control and all applicable regulations are enforced. Subcontractor affidavits shall be submitted before beginning work. No occupancy allowed prior to issuance.



CITY OF PENDERGRASS

FENCE AND RETAINING WALL PERMIT APPLICATION

CHECK ONE : [] FENCE [] RETAINING WALL

[] DECORATIVE WALL

Application Date: ___ / ___ / ___

SITE AND PROJECT INFORMATION

Check one: [] Non-Residential OR [] Residential

Site Address: _____

Land Disturbance Permit or Building Permit No.: _____

Height of wall above grade*: _____ Material: _____

Linear Ft/Length: _____

*Walls that are six (6) feet and over are required to be designed and certified by a State of Georgia Professional Engineer. See Minimum Requirements checklist.

Electronic Gate? [] Yes OR [] No Subdivision or Project Name: _____

Phase/Unit: _____ Number of Fences/Walls to be Permitted: _____

Location on Lot: _____

FOR WALLS AT ENTRANCE OF SITE ONLY: Will this wall have a sign constructed on it? [] Yes [] No

If YES, provide Sign Permit Number: # _____

POOL FENCING REQUIREMENTS

Permanent fencing and gated enclosures are required for all pools within the City (separate application required).

NOTE: A fence used as a pool barrier cannot be more than 150 feet from the pool's edge.

ADD THE FOLLOWING NOTES TO THE POOL INSTALLATION PLAN:

- ◆ Permanent fencing and gated enclosures are required for all pools in the city. Fence design shall not produce a "ladder" effect that could aid in unauthorized climbing.
◆ Pool fences must include at least one gated exit with a minimum width of 36" wide. This exit must open outward and be self-closing and self-latching.
◆ The minimum height of pool fences must be five feet, and the maximum height of the pool fence shall not exceed eight (8) feet.
◆ Fences and walls used as fences, may not be finished with bright or primary colors. If only one site of the fence is to be finished, the fence shall be constructed with the finished side toward the neighboring property.

OWNER'S INFORMATION

Owner Name

Owner Mailing Address

City

State

Zip Code

Phone

Fax

E-Mail

CONTRACTOR'S INFORMATION

Contractor Name

Agent

Business Address

City

State

Zip Code

Phone

Fax

E-Mail

Business License Number: _____

City or County Where Issued: _____

APPLICANT'S CERTIFICATION

I hereby certify that the structure described herein will be constructed and/or used in accordance with all applicable zoning ordinances and laws governing the Community Development Department.

Applicant's Signature _____ Date _____

Processed by _____ Date _____

Pool enclosures – These types of fences require the submittal of a site plan. The site plan must show how the enclosure will comply with Code Section 305 of the 2012 International Pool and Spa Code.

OWNER AFFIDAVIT

I _____ (please print) on the _____ day
of _____ 20_____, have read and understand the above fence and wall requirements. I
further agree to abide by all the requirements outlined above. If I or the contractor construct the subject
fence or wall out of compliance with these standards, then I understand that I will be subject to
enforcement by the City. The additional following forms/items are required to be submitted:

Permit application form

Site plan to scale showing location and length of the fence

Fence detail (Elevations, photographs, etc.)

Documents must demonstrate compliance with the City Development Code

Property Owner Signature

Name (please print)

Signature

Date

Notary:

Name (please print)

Date

Signature

[Notary Seal]



CITY OF PENDERGRASS

RESIDENTIAL EROSION & SEDIMENTATION CONTROL AGREEMENT

AGREEMENT APPLIES TO PERMIT NUMBER: _____

THE AUTHORIZED PERSON ACKNOWLEDGES THAT HE/SHE IS RESPONSIBLE FOR TAKING ADEQUATE STEPS:

EROSION CONTROL

1. Control soil erosion on said property.
2. Control the movement of sediment by means of properly construct and maintain BMP's, including, but not limited to silt fence, (hay bales, etc.) in those areas where water exits the property
3. Keep mud off of adjoining streets by construction and maintenance of a construction exit and removal of mud from the street when necessary.
4. Otherwise comply with all applicable erosion and sedimentation requirements, including those of the City of Pendergrass
5. Before any construction activities begin contact the City of Pendergrass Department of Planning and Development to arrange for a preconstruction meeting.

TREE PROTECTION

NO SPECIMEN TREES MAY BE LOCATED WITHIN FIFTY FEET OF THE PROPOSED DISTURBANCE FOR A POOL . A specimen tree is any hardwood 27" in diameter at breast height (DBH) or larger, any pine tree or other softwood and beech trees 24" DBH or larger, any undestroyed tree (dogwood, redbud, sourwood, etc.) 10" DBH or larger. Removal of or encroachment into the critical root zone (CRZ) of a specimen tree requires approval. The CRZ is one-foot radius for each inch DBH as measured from the trunk of the tree. Encroachment into the CRZ or removal of a specimen tree without BZA approval will result in an immediate stop work order and issuance of a citation to appear in municipal court.

____ 1. Show tree save fence at the edge of disturbance and silt fence in front of the tree save fence. "Tree save fence must include "Tree Save Signs" at 100 feet intervals.

____ 2. Show the 50' undisturbed buffer and the 25' impervious setback of the existing "waters of the state". Encroachment into the 50' buffer or construction in the 25' impervious setback requires approval.

These provisions and others are outlined in the City of Pendergrass Soil Erosion and Sedimentation Control Ordinance. (Please initial the appropriate statement below.)

_____, I, THE UNDERSIGNED AUTHORIZED PERSON, have obtained a copy of this Ordinance and attest that I understand the provisions of the Law.

FAILURE TO COMPLY WITH THESE REQUIREMENTS WILL RESULT IN THE ISSUANCE OF A STOP WORK ORDER AND/OR ENVIRONMENTAL COURT CITIATIONS.

SIGNED: _____ PRINT NAME: _____

MAILING ADDRESS OF AUTHORIZED PERSON: _____

ACCEPTED BY: _____ (Staff Initials) DATE: _____

- Locations of all existing structures (including houses, barns, sheds, landscape and retaining walls, sanitary and storm drainage lines and structures, detention ponds and structures, septic tanks and lines including reserve field, fences, etc.) with distances to property lines for all above ground structures.
- Provide existing Topography within the Limits of Disturbance and surrounding area, including appropriate Trees, all existing pipes with their appropriate Easements. Provide Source.
- Locations of all proposed structures (including driveways, houses, walls, sanitary and storm drainage lines and structures, septic tanks and lines, pools, fences, etc.). Size and type of construction should be called out on the plan with distances to property lines for all above ground structures.
- Location of State Waters with applicable Buffers, zoning buffers, access easements, sewer easements, and drainage easements, etc.
- Flood plain note and Flood Insurance Rate Map (F.I.R.M) panel number and effective date. Note should be in the following form:

"This site [is/is not] located within a zone [A, AE, shaded zone X] as defined by F.I.R.M Community Panel Number(s) _____ for Jackson County, Georgia.

If property is located in a flood zone as determined by FEMA, a Certificate of Elevation will be required. Plan must state existing and minimum proposed finished floor elevations for the main floor, basement, and garage. Elevations must be at least 3 feet above the 100-year elevation. The house must be at least 10 feet (horizontally) away from the 100-year limit.

- Provide a Grading Plan showing proposed contours, pipes, retaining walls, etc. within the Limits of Disturbance.
- If the site includes a storm water detention pond or a normally wet pond or lake, submittal of a Certificate of Elevation will be required.
- Retaining Walls over four feet in height require a separate Retaining Wall permit in accordance with the City of Pendergrass Development Code

STORMWATER:

- If proposed impervious area is 1,000 square feet or greater, provide storm water management facilities that will provide storm water storage for 1.2 inches of runoff from all impervious surfaces within the site. Configure facility so that the designed discharge duration of the WQv exceeds 24 hours. Voids within stone infiltration trenches or similar shall be considered to be 40% of stone volume. Show on site plan the layout and details of the storm water management facilities. Provide supporting calculations with the site plan.
- Where existing runoff leaves the site in a sheet flow condition, runoff shall leave the site in a sheet flow condition after development.
- Provide calculations for Water Quality, if applicable.
- Provide Test Data to ensure that the Soil underneath all Water Quality devices using infiltration has a minimum 0.5 Inches per Hour Infiltration Rate.
- Infiltration type BMPs should be a minimum of 20 Feet away from property Lines and/or Foundations and a minimum of 20 Feet away from Septic Systems, subject to Jackson County Environmental Health Department approval.
- The Modified Taft Method is not acceptable to determine Infiltration Rates. A Percolation Test may be used to obtain Infiltration rates provided it is performed using the "Porchet Method".
- Provide a GPS Coordinate for each Water Quality BMP on the Site Plan.

If a Backflow Preventer does not exist between the pool water supply and the public water system, then one must be installed as part of the Pool Installation. If the Pool is not connected to the main water line, provide the following Note on the Pool Site Plan: "The proposed Pool is not connected to the main water line and is to be filled by hose. A Backflow Preventer is to be provided on the hose bib."

UTILITIES & OTHER STRUCTURES (NOT INCLUDING POOL):

Heights of all retaining walls with spot elevations along wall at top and bottom. **Assumed elevations will not be accepted.** Elevations must be field verified.

- Wall heights between 4 and 6 feet will require an executed OWNER CERTIFICATION / INDEMNIFICATION FOR RETAINING WALLS.
- For wall heights 6 feet and over, plans must bear a State of Georgia Professional Engineer Seal signed and dated, and an executed ENGINEER CERTIFICATION/INDEMNIFICATION FOR RETAINING WALLS.

If a Pool House is proposed, the location must be shown on the plan. Provide dimensions for the proposed the structure to the existing house, other structures, and the property lines. **(Note: Separate Building Permit is required prior to Pool Permit approval).**

TREES:

- Location of any "Waters of the State" and associated Buffers.
- Show location, species, and caliper size of all trees proposed to be planted.
- Provide location of Tree Protection Fencing for existing trees and appropriate Detail.

SEDIMENT & EROSION CONTROL:

All Erosion Control BMPs shall be labeled using Symbols from the Manual for Erosion and Sediment Control in Georgia Sixth Edition. Provide Details for all BMPs from the Manual for Erosion and Sediment Control in Georgia Sixth Edition.

- Show, label and quantify the Limits of Disturbance.
- Provide Structural BMPs in accordance with the Manual. Note that some Structural BMPs require worksheets or specifications to be shown on the Plans.
- The following Note should be on the Site Plan or the Erosion Control Plan: Any tracking of Dirt, Silt, Mud, etc. onto street will result in an immediate "Stop Work" Order.
- Direction of existing and proposed storm water or drainage flow by use of arrows.
- At the sole discretion of the City of Pendergrass' Staff, the existing driveway may be used as a Construction exit provided it is labeled with the appropriate Symbol and the Site Disturbance is minimal and the following Note appears on the Pool Site Plan: "The existing driveway may be used as a Construction Exit provided that all construction vehicles are confined to existing paved areas on Site. Any tracking of Dirt, Silt, Mud, etc. onto street will result in an immediate 'Stop Work' Order. The 'Stop Work' Order will not be lifted until a Construction Exit is constructed in accordance with the current Detail."

POOL FENCE:

Per the City of Pendergrass' Development Code, permanent enclosures are **required** for all Pools in the City.

- Fences intended to provide all or part of the required enclosure for a swimming pool and/or spa shall conform to the Barrier Requirements of the International Pool & Spa Code, currently adopted edition.
- Provide location of Pool Fence/Barrier on the Pool Site Plan, clearly delineated.
- Provide Pool Fence and Gate Details, with dimensioning for all code-critical dimensions.
- Fence or Wall design shall conform to the requirements for Fences & Walls in the Pendergrass Development Code.

ADD GENERAL NOTES:

- Gates not intended for pedestrian use shall be locked when the Pool is not in use.
- For all cases where a building footprint penetrates through a Pool Fence perimeter, all doors and operable windows with a sill height lower than 48" on the building(s) which have direct access to the Pool area must be equipped with an alarm which produces an audible warning when the door or its screen or window is opened.
- The escape of sediment from the Site shall be prevented by the installation of Erosion and Sediment Control measures and practices prior to land disturbing activities.
- Erosion and Sediment Control measures shall be maintained at all times. If full implementation of the approved Plan does not provide for effective erosion control, additional Erosion and Sediment Control measures shall be implemented to control or treat the sediment source.
- Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding.
- The Plan Preparer affirms that the Site was visited prior to the preparation of this Site Plan by (himself / herself).
- An As-Built Drawing, containing a Boundary Survey, Site Improvements, Top and Bottom of Walls, Finished Floor Elevations of Buildings, Decks, and Pool, Utilities, Easements, pertinent Site Development Data, and any other requirements of the Community Development Director, shall be submitted to and approved by the Department of Community Development prior to the issuance of a Certificate of Occupancy or a Certificate of Completion.
- Contact the Department of Community Development to schedule a Pre-Construction Meeting with the site inspector prior to any land disturbance.

- Locations of all existing structures (including houses, barns, sheds, landscape and retaining walls, sanitary and storm drainage lines and structures, detention ponds and structures, septic tanks and lines including reserve field, fences, etc.) with distances to property lines for all above ground structures.
- Provide existing Topography within the Limits of Disturbance and surrounding area, including appropriate Trees, all existing pipes with their appropriate Easements. Provide Source.
- Locations of all proposed structures (including driveways, houses, walls, sanitary and storm drainage lines and structures, septic tanks and lines, pools, fences, etc.). Size and type of construction should be called out on the plan with distances to property lines for all above ground structures.
- Location of State Waters with applicable Buffers, zoning buffers, access easements, sewer easements, and drainage easements, etc.
- Flood plain note and Flood Insurance Rate Map (F.I.R.M) panel number and effective date. Note should be in the following form:

"This site [is/is not] located within a zone [A, AE, shaded zone X] as defined by F.I.R.M Community Panel Number(s) _____ for Jackson County, Georgia.

If property is located in a flood zone as determined by FEMA, a Certificate of Elevation will be required. Plan must state existing and minimum proposed finished floor elevations for the main floor, basement, and garage. Elevations must be at least 3 feet above the 100-year elevation. The house must be at least 10 feet (horizontally) away from the 100-year limit.

- Provide a Grading Plan showing proposed contours, pipes, retaining walls, etc. within the Limits of Disturbance.
- If the site includes a storm water detention pond or a normally wet pond or lake, submittal of a Certificate of Elevation will be required.
- Retaining Walls over four feet in height require a separate Retaining Wall permit in accordance with the City of Pendergrass Development Code

STORMWATER:

- If proposed impervious area is 1,000 square feet or greater, provide storm water management facilities that will provide storm water storage for 1.2 inches of runoff from all impervious surfaces within the site. Configure facility so that the designed discharge duration of the WQv exceeds 24 hours. Voids within stone infiltration trenches or similar shall be considered to be 40% of stone volume. Show on site plan the layout and details of the storm water management facilities. Provide supporting calculations with the site plan.
- Where existing runoff leaves the site in a sheet flow condition, runoff shall leave the site in a sheet flow condition after development.
- Provide calculations for Water Quality, if applicable.
- Provide Test Data to ensure that the Soil underneath all Water Quality devices using infiltration has a minimum 0.5 Inches per Hour Infiltration Rate.
- Infiltration type BMPs should be a minimum of 20 Feet away from property Lines and/or Foundations and a minimum of 20 Feet away from Septic Systems, subject to Jackson County Environmental Health Department approval.
- The Modified Taft Method is not acceptable to determine Infiltration Rates. A Percolation Test may be used to obtain Infiltration rates provided it is performed using the "Porchet Method".
- Provide a GPS Coordinate for each Water Quality BMP on the Site Plan.

If a Backflow Preventer does not exist between the pool water supply and the public water system, then one must be installed as part of the Pool Installation. If the Pool is not connected to the main water line, provide the following Note on the Pool Site Plan: "The proposed Pool is not connected to the main water line and is to be filled by hose. A Backflow Preventer is to be provided on the hose bib."

UTILITIES & OTHER STRUCTURES (NOT INCLUDING POOL):

Heights of all retaining walls with spot elevations along wall at top and bottom. **Assumed elevations will not be accepted.** Elevations must be field verified.

- Wall heights between 4 and 6 feet will require an executed OWNER CERTIFICATION / INDEMNIFICATION FOR RETAINING WALLS.
- For wall heights 6 feet and over, plans must bear a State of Georgia Professional Engineer Seal signed and dated, and an executed ENGINEER CERTIFICATION/INDEMNIFICATION FOR RETAINING WALLS.

If a Pool House is proposed, the location must be shown on the plan. Provide dimensions for the proposed the structure to the existing house, other structures, and the property lines. **(Note: Separate Building Permit is required prior to Pool Permit approval).**

TREES:

- Location of any "Waters of the State" and associated Buffers.
- Show location, species, and caliper size of all trees proposed to be planted.
- Provide location of Tree Protection Fencing for existing trees and appropriate Detail.

SEDIMENT & EROSION CONTROL:

All Erosion Control BMPs shall be labeled using Symbols from the Manual for Erosion and Sediment Control in Georgia Sixth Edition. Provide Details for all BMPs from the Manual for Erosion and Sediment Control in Georgia Sixth Edition.

- Show, label and quantify the Limits of Disturbance.
- Provide Structural BMPs in accordance with the Manual. Note that some Structural BMPs require worksheets or specifications to be shown on the Plans.
- The following Note should be on the Site Plan or the Erosion Control Plan: Any tracking of Dirt, Silt, Mud, etc. onto street will result in an immediate "Stop Work" Order.
- Direction of existing and proposed storm water or drainage flow by use of arrows.
- At the sole discretion of the City of Pendergrass' Staff, the existing driveway may be used as a Construction exit provided it is labeled with the appropriate Symbol and the Site Disturbance is minimal and the following Note appears on the Pool Site Plan: "The existing driveway may be used as a Construction Exit provided that all construction vehicles are confined to existing paved areas on Site. Any tracking of Dirt, Silt, Mud, etc. onto street will result in an immediate 'Stop Work' Order. The 'Stop Work' Order will not be lifted until a Construction Exit is constructed in accordance with the current Detail."

POOL FENCE:

*Per the City of Pendergrass' Development Code, permanent enclosures are **required** for all Pools in the City.*

- Fences intended to provide all or part of the required enclosure for a swimming pool and/or spa shall conform to the Barrier Requirements of the International Pool & Spa Code, currently adopted edition.
- Provide location of Pool Fence/Barrier on the Pool Site Plan, clearly delineated.
- Provide Pool Fence and Gate Details, with dimensioning for all code-critical dimensions.
- Fence or Wall design shall conform to the requirements for Fences & Walls in the Pendergrass Development Code.

ADD GENERAL NOTES:

- Gates not intended for pedestrian use shall be locked when the Pool is not in use.
- For all cases where a building footprint penetrates through a Pool Fence perimeter, all doors and operable windows with a sill height lower than 48" on the building(s) which have direct access to the Pool area must be equipped with an alarm which produces an audible warning when the door or its screen or window is opened.
- The escape of sediment from the Site shall be prevented by the installation of Erosion and Sediment Control measures and practices prior to land disturbing activities.
- Erosion and Sediment Control measures shall be maintained at all times. If full implementation of the approved Plan does not provide for effective erosion control, additional Erosion and Sediment Control measures shall be implemented to control or treat the sediment source.
- Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding.
- The Plan Preparer affirms that the Site was visited prior to the preparation of this Site Plan by (himself / herself).
- An As-Built Drawing, containing a Boundary Survey, Site Improvements, Top and Bottom of Walls, Finished Floor Elevations of Buildings, Decks, and Pool, Utilities, Easements, pertinent Site Development Data, and any other requirements of the Community Development Director, shall be submitted to and approved by the Department of Community Development prior to the issuance of a Certificate of Occupancy or a Certificate of Completion.
- Contact the Department of Community Development to schedule a Pre-Construction Meeting with the site inspector prior to any land disturbance.



CITY OF PENDERGRASS

POOL HOUSE PLAN REQUIREMENTS CHECKLIST

Pool Permit Number: _____ Submittal Date: _____
Staff Subdivision Name (if any): _____ Tax/Parcel ID #: _____
Parcel Address: _____ Lot #: _____
Permittee: _____ Signature: _____
Print Name Signature Firm: _____ Phone: _____
Address: _____
Accepted/Denied by: _____

Minimum Submittal Requirements

The following documents are required in order to obtain a Pool House Permit.

1. Completed Pool Permit Application
2. A site plan showing the location of the pool
3. Jackson County Water and Sewage Approval (or evidence of existing backflow preventer)
4. A fence permit. All swimming pools require a fence for safety purposes
5. Soil Erosion Agreement
6. Retaining Wall Permit, if any walls on the Site exceed four (4') in height
7. Copy of Jackson County Environmental Health Services Approved Building Plans with location of primary and reserve septic, if applicable

Review Questions

Of the following, please check all that apply to the site.

Existing Septic System Existing Public Sewer Existing Backflow Preventer

Proposed Water System Tap Existing Water Well

Design Review Board

Home Owner's Association

Land Disturbance over 5,000 s.f.

Equipment/pump house

Proposed Pool House Construction

Bath Fixtures

Bedrooms

Proposed Equipment/pump house

New Pool

Pool Renovation

Part of New Home Construction

Flood Plain on site

Detention Pond on site

State Water Buffer on site

Required Pool House Installation Plan Items:

Provide all items listed below and following. If not applicable, the plan preparer shall note on this checklist, and shall explain by notation on the plans. An incomplete application will not be accepted into the review process.

General Requirements

- ___ 1. Three (3) copies of Pool Installation Plan.
- ___ 2. Submittal fee and completed application.

Plan Requirements

- ___ 1. Maximum sheet size shall be 24" x 36" (min. font size of 0.08).
- ___ 2. Project name and address, subdivision name and lot number (if applicable), land lot, district and zoning.
- ___ 3. Owner's name and complete address including zip code.
- ___ 4. Name and telephone number of a 24-hour contact.
- ___ 5. Name/address/phone, point of contact and contact phone number of plan preparer.
- ___ 6. North arrow, site acreage and scale of drawing (1"=10 to 1"=40').
- ___ 7. Boundary information including bearings and distances along all property lines.
- ___ 8. Street name.
- ___ 9. Lot building setback lines (per Pendergrass Zoning Ordinance) labeled with dimensions to lot lines.
- ___ 10. Locations of all existing structures (including houses, barns, sheds, landscape and retaining walls, sanitary and storm drainage lines and structures, detention ponds and structures, septic tanks and lines, pools, fences, etc.) with distances to lot lines for all above ground structures.
- ___ 11. Location of all proposed structures (including pool house, equipment and/or pump house(s), pool deck, wooden deck(s), etc.) with distances to lot lines and other proximate structures.
- ___ 12. Location, size and shape of the pool and the location of drains, overflow drains and backflush discharge.

___ 13. Location of zoning buffers, access easements, and drainage easements, etc.

___ 14. Flood plain note and Flood Insurance Rate Map (F.I.R.M) panel number and effective date. Note should be in the following form: "This site [is/is not] located within a zone [A, AE, shaded zone X] as defined by F.I.R.M Community Panel Number(s)

___ 17. Home Owner's Association approval (if applicable).

Utilities and Other Structures (Not Including the House)

___ 1. If the site includes a septic system, the location of the system must be shown on the plan. Provide dimensions relating the septic tank, field lines, dosing tanks (if applicable), etc. to the pool. The location of the septic system must coincide with the location shown on the Septic Permit documents. (Note: a copy of the Septic Permit will be required prior to Pool Permit approval).

___ 2. Evidence that a back-flow preventer exists (if a backflow preventer does not exist, it must be installed as part of the pool installation and must be shown as proposed on the Pool Installation Plan).

Erosion Control

___ 1. A delineation of the limits of disturbance and a statement of the estimated square feet of area disturbed.

___ 2. Location and type of temporary or permanent soil erosion control measures including, but not limited to, silt fence, mulching, temporary and permanent seeding, etc.

Pool Fencing Requirements Per City of Pendergrass

___ 1. Permanent fencing and gated enclosures are required for all pools in the city.

___ 2. Fence design shall not produce a "ladder" effect that could aid in unauthorized climbing.

___ 3. Pool fences must include at least one gated exit with a minimum width of 36" wide. This exit must open outward and be self-closing and self-latching.

___ 4. The minimum height of the fence must be five (5) feet, and the maximum height of this fence shall not exceed eight (8) feet.

___ 5. Fences and walls used as fences, may not be finished with bright or primary colors. If only one side of the fence is to be finished, the fence shall be constructed with the finished side toward the neighboring property.