



PLAN SUBMISSION REQUIREMENTS – SWIMMING POOLS

THE FOLLOWING ITEMS MUST BE SUBMITTED FOR A COMPLETE PLAN CHECK:

1. Pay \$100.00 application fee. The balance of the permit will be paid at the time the permit is issued. *(A permit fee calculator is available for download online)*
2. A Public Improvement bond in the amount of \$2500.00 is required to be posted with the city prior to the issuance of a permit.
3. Complete permit application form completely. Be sure to include:
 - a) Owner. *(If owner-builder, complete “Owner-Builder” form.)*
 - b) Project address.
 - c) General Contractor’s name, address, license number & phone number.
 - d) Current copies of contractor license, business license & proof of liability insurance as required by Utah Division of Occupational & Professional Licensing.
 - e) Sub-contractors’ names, license numbers and phone numbers.
4. Submit in electronic PDF format the site plan showing the location of the Swimming pool on the property. The site plan must:
 - a) Be drawn to scale.
 - b) Show locations of any existing buildings.
 - c) Dimension distances from pool to property lines and adjacent structures.
 - d) Show locations of any easements.
 - e) Show location and height of fence enclosure which must be at least 6’ in height.
5. Submit in electronic PDF format the plans. Plans should be drawn to scale and include:
 - a) A wet-stamp & signature by engineer or provide a current ICC ER report on the pool.
 - b) A self-closing gate.
 - c) Details of reinforcing steel.
 - d) All new and existing windows within 5’ of the pool water’s edge within 60” of walking surface as safety glass.
 - e) A GFCI receptacle not further than 20’ but not less than 10’ from the inside pool wall. *(Any existing receptacles in this area must also be GFCI protected)*
 - f) Information on equipment used to heat the pool.
6. All plans submitted electronically shall be inclusive within one PDF file and not individual pages.