



## **SWIMMING POOL PERMIT AND INSPECTION REQUIREMENTS**

A pool (POOL) permit only covers swimming pool/spa construction. Any permit application for multiple outdoor projects should be submitted as an Umbrella (UMB) permit type. If submitting for a UMB permit, please refer to the individual information packets for each project type (i.e. fire pit, fireplace, fence, shade structure, etc.) for further information regarding permit & plan submittal.

### **Permit Applications**

Pool permit applications must be submitted online at <http://etrakit.flower-mound.com/>.

When submitting your permit you must upload the following documents:

1. A pool plan with stamps by the electrical service provider (Oncor or CoServ), the plan must including a side elevation drawing reflecting the actual field conditions and actual pool configuration with the following dimensions:
  - A. The horizontal distance from the edge of the foundation to the pool.
  - B. The vertical distance from the top of foundation to the top of deck.
  - C. A line showing a 1:1 ratio from the top of grade, extending at a 45 degree angle past the pool shell. (Note: This measurement may be taken from the bottom of grade beam. If the bottom of the grade beam is used, a hole exposing this area will be required at the belly steel inspection.)
  - D. A full-length measurement of the pool.
  - E. A vertical measurement from the top of pool to the closest point of the 1:1 ratio. (Note: This measurement should also reflect the horizontal distance from the pool wall excavation to the vertical measurement.)
  - F. Any other measurement deemed necessary by the Town or the contractor to ensure the pool is not built encroaching into the 1:1 ratio from the building foundation.

**EXCEPTION:** Above-ground pools and spas are not required to provide plans stamped by the electrical service provider.

**\*\*\* All required plumbing drawings must be to 1/4 or 1/8 scale. \*\*\***

2. A site plan indicating the location of the pool in relation to property lines and the distance the pool will be from any structures. **Measurements will be made to the pool structure itself - not the water's edge.** Location and setback requirements include:

- A. **Rear Yard** - The pool must be located at least five feet (5') from the rear property line.
  - B. **Side Yard** - The pool must be located at least five feet (5') from the side property line.
  - C. **Easements** - Pools, pool decks, and pool equipment cannot be located within any easement.
  - D. **Buildings** - Pools must be located no less than three feet (3') from buildings with foundations and at least one foot (1') for every one foot (1') of depth - measured to any point of excavation. For example, if a portion of a pool is five feet (5') deep, that portion of the pool must be located at least five feet (5') from a building that utilizes a foundation. Any pool located closer than 3' or in violation of the 1:1 ratio to the foundation will require a sealed engineered design.  
  
**EXCEPTION:** Above-ground pools and spas do not have a minimum required setback from foundations, but are required to comply with property line setback and easement requirements.
  - E. **Pool Equipment** - Pool equipment cannot be located within the front yard of a lot or within an easement. Pool equipment must be located a minimum of 2' off the property line and cannot be attached to a common fence separating an adjoining property. Pool equipment cannot be installed in drainage swales and designated drainage flows.
  - F. **Rain Gutters** - A gutter or rain guard must be installed above equipment when the equipment is located beside a structure with an overhanging roof.
  - G. **Septic Systems (OSSF)** - The setback requirements from the spray area of a surface irrigation system are twenty-five feet (25'). The setback requirements from subsurface disposal and all other system types are five feet (5').
3. A Drainage and Access plan. This plan must be separate from the required site plan. This plan must be submitted at the time of permit application, but will not be reviewed or approved until the pre-drainage inspection when the inspector is onsite. The plan must include the following:
- A. **Drainage Plan** – The location of any proposed or existing sub-surface drain systems located on the property and surface drainage arrows that conform to the Town approved drainage plans. If no drainage plans exist, the proposed drainage plan must not increase the flow of water to adjacent lots. **NOTE: All deck and overflow drain terminations must be clearly identified on the drainage and access plan and must be approved at the pre-drainage inspection. Termination at the street must be pre-**

approved and will only be allowed for lots with special circumstances. If pre-approval is granted, the drains must be constructed through the curb and must be cored. A separate right-of-way permit will no longer be required.

- B. **Indicate Location of Access** – Arrows marking and labeling the proposed equipment access point must be clearly identified on the Drainage and Access plan. **NOTE: If accessing across a neighboring property, a notarized release from the property owner will be required.**
4. A signed and notarized completed copy of the Pool Construction Affidavit must be submitted.
5. A signed and notarized copy of the Pool Alarm Affidavit must be submitted.
6. If a pool heater will be installed, the location of the heater and the gas meter must be shown on the plan. You must also provide complete gas line diagram showing the gas line from the meter to the pool heater. This diagram must include the following:
- a. The psi of the meter (low, medium, or high pressure).
  - b. The length of the line.
  - c. The size of the line.
  - d. The type of line (material).
  - e. The BTU's of all appliances on the line.
  - f. The total BTU load.
  - g. The length of the longest run.

**\*\*\* All required plumbing drawings must be to ¼ or 1/8 scale. \*\*\***

**EXCEPTION:** Outside Propane lines are regulated by the Texas Railroad Commission

**Permit Expiration:** All pool permits must receive an approved final inspection within 180 days of the issue date, or the permit will be expired. A contractor holding an unexpired permit may request an extension of the permit using the procedure outlined in the International Residential Code ordinance. Any permit that is expired must be resubmitted and a fee paid equal to the original permit fee.

**Permit Fees** - Permit fees for swimming pools are as follows:

In-ground pool	\$350.00*
Spa or above-ground pool	\$200.00
*Plus Drainage Inspection Fee	\$250.00

### **Inspection Requirements**

The following inspections are required for every pool constructed in the Town of Flower Mound. At all times during the construction of the pool, a temporary fence that is at least thirty-six inches (36") in height should completely surround the pool.

**When scheduling an inspection, verify that all dogs are removed from the pool area.**

**During relocation of excavation debris, a copy of the pool construction affidavit will be required to be presented upon request by a Town official if the debris is being relocated within Town limits.**

All inspections must be requested by using the online inspection scheduling program. To schedule an inspection, go to <http://etrakit.flower-mound.com> and use your contractor login to access your permits. Inspections can be requested as late as 7:30 a.m. for a same-day inspection. Inspections can be scheduled up to 14 days in advance (excluding holidays and weekends). You can also cancel inspections and check inspection results using the same website.

Pre-Drainage  
Belly Steel/Pool Placement  
Deck Steel/Bond/Plumbing  
P-trap/Gas  
Electrical Underground  
Pre-plaster  
Flatwork\*  
Final Drainage  
All Finals

\* Only required if curb, sidewalks, driveway, etc. are damaged during the construction of the pool.

1. **Pre-Drainage** - No work can be started until this pre-drainage inspection has been scheduled by the contractor and approved by Town staff. This visual inspection verifies and approves the Drainage and Access plan that was submitted during the plan review phase. **NO SILTING OF NEIGHBORING LOTS.**
2. **Belly Steel and Pool Placement Inspection** - This inspection is required prior to the placement of any gunite within the pool. Rebar must be a minimum size of three-eighths inch (3/8") and located no more than twelve inches (12") on center each way. **This inspection will not be made if the Assistant Building Official determines that it is too wet. All rained-out inspections must be rescheduled by the contractor.**

**NOTE:** The outside temperature must be at least 38 degrees and rising in order for the inspection to be performed. If the inspection is requested and the temperature is less than 38 degrees, the inspection will be canceled and must be rescheduled when it is warm enough to place concrete. Inspections will also be canceled in wet conditions and must be rescheduled when the contractor verifies that the work is ready for inspection.

3. **Deck Steel, Electrical Bond, Electrical Underground, and Plumbing** - Before any concrete is placed for the pool deck, the placement of steel and the electrical bond shall be inspected and approved. The concrete deck shall be a minimum thickness of three and one-half inches (3½"). Rebar must be a minimum size of three-eighths inch (3/8") and located no more than eighteen inches (18") on center each way. The bond conductor shall be a minimum size of #8 AWG. A minimum of four (4) ground clamps that are evenly spaced around the pool shall be required to electrically bond the pool from stray ground current. All electrical conductors buried in the ground shall be inspected and approved prior to covering. All electrical wiring and conduit buried in the ground must be inspected prior to covering with dirt. All pool plumbing shall be subjected to a minimum water test of fifteen (15) p.s.i. **This inspection will not be made if the Assistant Building Official determines that it is too wet. All rained-out inspections must be rescheduled by the contractor.**

**NOTE:** The outside temperature must be at least 38 degrees and rising in order for the inspection to be performed. If the inspection is requested and the temperature is less than 38 degrees, the inspection will be canceled and must be recalled when it is warm enough to place concrete. Inspections will also be canceled in wet conditions and must be rescheduled when the contractor verifies that the work is ready for inspection.

4. **P-Trap and Gas Line** – Pool installations where public sewer is provided must dispose of waste water by means of a P-trap and backwash line located at the sanitary sewer clean-out. No portion of the P-trap or backwash line may be covered until the inspection has been approved. Pool installations where private sewer is provided must dispose of waste water in a manner as not to interfere with the function of the private sewer system nor drain on to adjoining properties. The test pressure to be used on the gas line shall not be less than 3 psig (20 kPa) gauge. Test duration shall be held for a length of time satisfactory to the building official, but in no case for less than fifteen (15) minutes. For welded piping, and for piping carrying gas at pressures in excess of fourteen (14) inches water column pressure (3.48 kPa) (1/2 psi) and less than 200 inches of water column pressure (52 kPa) (7.5 psi), the test pressure shall not be less than ten (10) pounds per square inch (69.6 kPa). Test duration shall be held for a length of time satisfactory to the building official, but in no case for less than thirty (30) minutes. Plastic gas lines must be at least eighteen inches (18") below the ground with a yellow insulated (suitable for direct burial) copper tracer wire not less than 18 AWG, and the tracer wire shall terminate above ground at each end of the nonmetallic piping. **This inspection will not be made if the Assistant Building Official determines that it is too wet. All rained out inspections must be rescheduled by the contractor.**
5. **Pre-Plaster Inspection** - Before any water is placed in the pool, the permanent fence shall be installed, inspected, and approved. See the Fence and Wall Packet for a complete list of requirements.

6. **Flatwork\*** – This inspection is to be scheduled when the forms and rebar are in place and prior to pouring concrete. This inspection is only used for concrete that needs to be replaced due to damage from the pool construction.
  
7. **Final Drainage Inspection** - At the time of this inspection, all drain lines and dirt work must be completed. Either installation of permanent vegetation or erosion control measures will be required in all disturbed areas in order to receive final drainage approval. **NO SILTING OF NEIGHBORING LOTS.** In locations where the R. O. W. has been disturbed, all areas must have established grass or sod in place. Drainage must be in accordance with the subdivision drainage plan.
  
8. **Pool Final** - All pool work must be completed. At least one (1) GFCI protected receptacle is required between ten feet (10') and twenty feet (20') from the edge of the pool. All receptacles installed outdoors in a location protected from the weather or in other damp locations shall have an enclosure for the receptacle(s) that is weatherproof when the receptacle is covered (attachment plug cap not inserted and receptacle covers closed). All pool lights (except fiber optic lights) must be GFCI protected. Curbs, town sidewalks, landscaping, and irrigation systems located in the right-of-way will be inspected to verify that no damage was done during construction. All windows within five feet (5') of the edge of the water must be safety glass. All metal surfaces within five (5) feet horizontally of the inside walls of the pool and within twelve (12) feet measured vertically above maximum water level of the pool, or any observation stands, towers, or platforms, or any diving structures shall be bonded. All ground wires and flexible conduit must be secured. The pool final inspection must be approved no later than one hundred eighty (180) days after the issuance of the pool permit. Failure to obtain the pool final inspection within one hundred eighty (180) days after the issuance of the pool permit is a violation of Town ordinance and cause for the issuance of citations and restriction/suspension of the contractor's registration within the Town. If the pool permit is expired, a new permit is required, and full permit fees will be accessed.

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Main Line: 972-874-6355  
Web: [www.flower-mound.com](http://www.flower-mound.com)

Permit Information and Inspection Scheduling: <http://etrakit.flower-mound.com>