



Department of Building Inspections
INFORMATION BULLETIN 150

Blueprint and Plan Requirements for Swimming Pools and Spas

This information bulletin lists the minimum submittal requirements for obtaining a building permit for swimming pools. Additional information may be required due to unusual circumstances. For purpose of these requirements, the term “pool” shall include swimming pools, spas, and hot tubs that are twenty-four (24) inches or more in depth.

- A. Building Permit Application Form – one (1) copy of the completed swimming pool permit application form with all requested information.
- B. Two (2) copies of the plot plan drawn to scale (max size 11x17) showing the proposed pool and associated equipment/structures relative to any property lines, easements and existing buildings. The plot plans shall bear the original approval stamp of the electric service company prior to the submittal to the City. The plan shall also indicate the proposed drainage flow using arrows.
- C. Two (2) sets of blueprints or construction plans and specifications of the pool and structures shall be submitted with the completed permit application form (max size 11x17). All drawings shall be to scale, legible and dimensioned to indicate the location, nature and extent of all proposed work.
- D. Miscellaneous information – relocation of utilities (electric, sewer, water, and gas services) and mechanical equipment must be shown. Show existing and proposed locations. Outdoor additions/structures require separate building permit.
- E. No part of the waters edge, decking, equip. shall be within 10 feet of a side (for interior lots) property line, fifteen feet of a side property line adjacent to the street for a corner lot, or 10 feet of a rear property line. Anything less than 10 feet a licensed State of Texas professional engineer is required to design the grading plan and bear the original stamp and signature.
- F. Pool, pool decking and/or equipment may not encroach into any easements.
- G. The water’s edge shall be a minimum of five (5) feet from a permanent structure, unless the pool plans are designed to provide sufficient support to prevent failure of the adjacent foundation and bear the original stamp and signature of a Texas Professional Engineer. (Exception: portable hot tubs and spas.)
- H. **Required Inspections:**
 - a. Stakeout – layout of pool on ground
 - b. Belly steel/ bonding
 - c. Deck steel/ bonding
 - d. Plumbing (gas, P-Trap etc.. when applicable)
 - e. Final (someone must be home)