Holmes Beach, Florida Building Department

5801 Marina Drive, Holmes Beach, FL 34217

941-708-5800

www.holmesbeachfl.org

Swimming Pool Spa

Florida Building Code 8th Edition (2023)

☐ **Building Permit Application**	Complete all information on the Building Permit Application in the spaces provided. If information requested does not apply to the construction being performed, insert "N/A" for "not applicable". Please include a letter from the GC if using their silt fence.	Application
☐ **Owner Builder Disclosure Statement**	**APPLICABLE TO OWNER/BUILDERS ONLY**. An Owner/Builder Disclosure Statement is a legally binding oath required by Florida Statute to be issued a building permit in your name. The Disclosure Statement affirms your certification of compliance with the limitations imposed upon you by Florida Statute 489.503(6) to be exempt from professional licensure requirements as an Owner/Builder. **This must be signed in the presence of a Building Department staff member.**	Florida Statute 489.503(6) Owner/Builder Disclosure Statement
☐ **Notice of Commencement**	Required for any project with a project cost higher than $5,000.00. Must be submitted to the City of Holmes Beach prior to scheduling the first inspection.	Notice of Commencement
☐ **Survey & Dewatering Plan**	Pools must meet 10' setback to both pool & deck, one pool per unit with conditions per Ordinance 15-18. If applicable to the project, please provide a demolition plan. Survey must indicate pool location with setbacks and silt fence locations highlighted and be no more than 120 days old at time of application. Please provide a copy of a de-watering plan, if applicable to the project.	
☐ **Temporary Fence**	Per the City's Land Development Code Article VI, Div. 4, Sec. 6.8.U(2) - substantial temporary fences are *required* during pool construction. Substantial fences shall be 4 feet chain link or an equivalent. Please show the temporary fence on the site / plot plan.	
☐ **Public Works Standard Details Manual**	Per City **Resolution No. 16-05** – follow these guidelines for driveways, curbs, gutters, drainage, pipes, sidewalks, etc.,.	

☐ **Topographic Survey & Engineered Drainage Plans**	Per City Standard Detail 700.2 and 700.5 Please provide a Topographic Survey & an Engineered Drainage Plan and a lot calculation worksheet. Surveys must be no more than 120 days old at time of application and show elevations with neighboring properties. Plans must be to ¼" scale.	Lot Calculation Worksheet
☐ **Product Approval Specification Sheet**	As required by Florida Statute 553.842 and Florida Administrative Code 9B-72, please provide information and product approval number(s) on the building components listed below if they will be utilized on the construction project for which you are applying for permit. **NOA's do not need to be submitted individually.**	Product Approval Specification Sheet
☐ **Subcontractor Forms**	Please provide a sub-contractor form to all applicable trades on this project.	Sub-contractor Form
☐ **Residential Swimming Pool, Spa & Hot Tub Safety Act Form**	This form is required at time of submission and must be signed by the homeowner.	Form
☐ **Swimming Pools west of the CCCL or in a V-Zone:**	Letter of no Objection (LONO) Department of Environmental Protection (DEP) Approval Letter Approved DEP Plans with DEP required flood elevation for the new structure **All pools West of the CCCL or in a V-Zone are required to be built on a pile foundation.**	LONO Application

****If pool barrier is not included with the pool permit, a separate permit application is required. ****

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