



Planning and Development Division
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POOL/SPA DOCUMENTS FOR PERMIT DEVELOPMENT SERVICES DEPARTMENT

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THIS LIST IS INTENDED TO HELP WHEN SUBMITTING A PERMIT APPLICATION FOR A POOL.

YOU WILL USE THE POOL PERMIT APPLICATION FOUND ON OUR WEBSITE:

https://www.galvestontx.gov/DocumentCenter/View/20190/Swimming-Pool-Application---2023_202303311217589684

POOL DOCUMENTS. FOR POOLS IN AN AE FLOOD ZONE

1. Provide if this is a Residential pool or Commercial pool.
2. Note on plans that the pool will meet the 2021 ISPSC.
3. All pools on separate permits
4. Provide the location, height of the barrier.
5. Provide and state on site plan- the gate latching mechanism, height 54" on the vessel side of pool and 3" below the top of gate, Self-closing and self-latching gates.
6. Provide and state- All doors and operable windows with a sill height of less than 48" leading into the pool area are equipped with an alarm that complies with UL2017. Deactivation device is a minimum 54" above finished floor.
7. Provide and state - All doors to pool are equipped with self-closing and self-latching devices.
8. Please provide a Construction Fencing plan of installation. - Fencing surrounding the site from time of excavation to permanent barrier installation.
9. Pools must meet the 2021 ISPSC.

INFORMATION ONLY-

10. A separate electric permit must be obtained for pool electrical.
11. There shall be a construction fence up from groundbreaking to completion of permanent fence.

FOR POOLS IN A VE FLOOD ZONE- ALL OF THE ABOVE IS REQUIRED WITH THE ADDITION OF THE FOLLOWING:

12. POOLS IN VE zones- Provide -Requires pools to be designed and stamped by a Registered Engineer certifying that the pool or spa beneath or near buildings in Zone V will not be subject to flotation or displacement that will damage building foundations during a base flood or lesser event.

One of the three options:

1. The pool is elevated - Provide an elevation certificate confirming the finished elevation of the lowest horizontal structural member supporting the pool (and the pool itself) is 18-inches above BFE.
 2. In ground and designed to break away without producing damaging debris, or
 3. Designed to remain in the ground without diverting flow or waves that can damage nearby buildings.
13. Provide a note that the pool and spa and any amenities will be flush with grade as to not create a diversion of flood waters.
 14. Provide the Owners Authorization: <https://www.galvestontx.gov/DocumentCenter/View/19174/Owners-Authorization->