

CITY OF SAFETY HARBOR  
BUILDING DEPARTMENT

*Pool/Spa Permit Completeness Form*

750 Main Street, Safety Harbor, Florida 34695 (727) 724-1515

DATE \_\_\_\_\_

PERMIT # \_\_\_\_\_

Notes:

- **Incomplete applications will not be accepted. If after submittal, it is determined that the application is incomplete, the contractor will be called to pick up the application.**
- **Pools/spas are subject to Land Development Code Section 36.02.**
- **Screened cages are subject to Land Development Code Section 36.04.**
- **Pavers are subject to Land Development Code Section 36.06.**
- **All pools are subject to a final inspection by the City of Safety Harbor.**
- **Mechanical equipment is considered a “city-county” permit that begin with a city review and are then submitted to Pinellas County to ensure consistency with the Florida Building Code.**
- **Permits are required for all pools and spas. In the case where a pool and spa are built as one structure, then only one permit is issued. The permit for the pool includes the concrete decking around it. A wood deck would be a separate permit.**

REQUIRED INFORMATION

Permit application

Staff review form with top part filled out

Two (2) Signed and Sealed Topographical Surveys with impacted tree locations  
AND

Two (2) Scaled Site Plans showing:

- Property lines and all existing building footprints.
- Protected Trees
- Easements
- Proposed pool/spa
- Proposed pavers or concrete
- Setback to the dwelling
- Setbacks between the pool and all property lines
- Jurisdictional wetland boundary and wetland buffers (if applicable)

- Two sets of engineered drawings
- Impervious surface worksheet
- Tree Permit or a No Tree Removal Form.
- Owner Builder Affidavit (if applicable)
- Notice of Commencement if over \$2,500 (recorded at Pinellas County)
- For commercial pools and spas, Pinellas County Health Department approval (727-893-2700) or a waiver for condominiums of 32 units or less.
- A letter from Power Company stating there are no conflicts between the construction and their utilities. (Duke Energy 727-443-2641)
- NPDES form
- If a wetland is delineated, include documentation that the jurisdictional boundary line was approved by FDEP, SWFWMD and the Army Corp of Engineers

I confirm that all required documents are included in this submittal, and I understand that my application will be returned if it is incomplete.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date