



Inground Pool and/or Spa Guidelines - Residential

Description: Use this permit type for in-ground pools and spas (for 1 or 2 family homes). No permit is needed for pool resurfacing.

License Requirements: A CPC, CGC, or Owner/Builder may apply for this permit (see page 4).
A CBC and CRC CANNOT APPLY FOR THIS PERMIT.

Documents Required at Application

**2 copies required for each of the below if applying in person*

- **Pool application**
 - For owner/builders in person – paper pool application
 - For online – on CSS, select “Pool: Above Ground, In Ground, Spa, Renovation, Koi Pond, Fountain”. Then on step 3 select “In-Ground Pool” or “Spa”
- **Site plan**, dimensioned and accurately scaled, including the following:
 - North arrow
 - Location, labeling, dimensions, and setbacks from property lines of existing and proposed improvements such as structures, paving, concrete stairs/pads for pool deck access, and 3'- to 4'- wide fall-protection planters (see also LDC 5.1.6) if proposed to be installed in lieu of guards/railings along the open sided walking surface (edge of pool deck). See also PUE note below
 - Indicate proposed height of pool deck above finished grade. Pool deck will be assumed to be at existing grade unless otherwise indicated. If there are no proposed stairs or pads along the sides, or if the pool deck will be less than 30" above finished grade, please indicate this on the plans
- **Pool floor plan**
- **Pool engineering:** Site-specific engineered drawings, or engineering mastered and previously approved by Cape Coral Building Division. All drawings must be designed under current building codes (i.e. 2020 FBC and 2017 NEC)
- **Pump, Filter, and Drain Cover Specs**
- **Hydraulic flow (TDH) velocity calculations, including:**
 - Pump specs/performance curve, and
 - Specifications for filter and anti-entrapment drain cover
- **Signed Impervious Surface Calculation Worksheet:** if located in R-1 or RML zone
- **City of Cape Coral Hold Harmless Letter**, only if proposing PUE encroachments-- see PUE Note below.
- **Owner/Builder Affidavit** (if homeowner)
- **Owl/Tortoise Affidavit**
- **NOC if value is \$2500 or greater:**
 - May be submitted after application, but before the 1st inspection
 - Must be notarized
 - Must be recorded and certified by Lee County. If only recorded, then a NOC affidavit is also required



In-ground Pool and/or Spa Residential Permit Guidelines

Permit Details

- Indicate: type of deck, retaining wall (yes or no), safety option (alarms or baby barrier), type of enclosure (cage, fence, existing fence, cage w/pan, or composite roof), and location of fill. (If the fence is existing see notes on page 3)

Reviews

Building Zoning
Environmental (if Owl, Gopher Tortoise or Eagle restriction)

Inspections

- BLD - Notice of Commencement (NOC) **0**
- BLD - Pool/Spa Steel and Bonding (050) **1**
- BLD - Pool/Spa Deck/Bond/Pressure (025) **2**
- **One** of the below options:
 - BLD - Paver Deck Footing (072)* **999**
 - BLD - Retaining wall fnd (066) plus BLD - Retaining wall steel/cap (055) **999**
- **One** of the below options:
 - BLD - Aluminum Structure (085) **3**
 - BLD - Fence (052) **3**
 - Neither, if fence or screen enclosure is existing
- BLD - Pool/Spa Electric Final (026) **1000**
- BLD - Erosion Control **1000**

** Paver Deck Footing inspection only to be used with screen enclosures with NO retaining wall*

*** If the fence or screen enclosure is already existing, indicate the permit number in the permit details.*

**** Fencing on adjacent properties cannot be used as a "Barrier".*

Fees

- **Swimming Pool Res** **\$230.25**
- **One of the below options:**
 - Fence **\$80.25**
 - Screen Enclosure **\$126.00**
 - Screen room w/pan roof **\$213.00**
 - Existing enclosure **\$0.00**
- **Surcharge** **YES**



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Issuance

- Must have a CPC on the permit
- Attach the Pool Safety Act
- Attach the Safety Barrier Guidelines

PUE Note:

Per City Ordinance, in the R-1 zoning district, on property improved with a principal residential structure, stairs, hardscape features, landscape features, fall protection planters, elevated walkways, decks, and access ramps may be constructed and placed up to 18" into the six-foot public utility easement (PUE) along a side or rear property line of the residential structure, provided all of the requirements of the Land Development Code Article 5, Section 5.1.6. are met. If a PUE encroachment is proposed, a City of Cape Coral Hold Harmless Letter must be recorded on the public records of Lee County at the property owners' expense and a copy supplied with the building permit application. These structures must also be built structurally independent from the pool deck or primary structure (indicate how this will be accomplished on plans).

Setbacks: Rear setback for screen enclosure is a minimum 10' on water or dry lot per LDC 4.1.3.B



General Pool Notes

If a Certified Pool Contractor (CPC) applied for a pool permit:

A Class B (Residential) or Class A (Commercial) Pool/Spa Contractor (CPC) may build or conduct major repairs to residential pools (not including enclosures/fences and electric).

A Class C license holder is a Pool/Spa Servicing Contractor, limited to the non-structural pool repair and pool equipment servicing. They cannot build a pool. Cannot pull a permit.

Pool Enclosure/Fence permit is applied for after pool has been issued to the contractor.

Electric Contractor submits subcontractor form to "attach" to main pool permit.

Contact Info:

Contractor is CPC

Applicant is CPC

Pool Contractor is CPC

ELEC Contractor is Electrician (Subcontractor form)

If a Certified General Contractor (CGC) applied for a pool permit:

A CGC may do structural swimming pool work only. All other swimming pool work shall be subcontracted to an appropriately licensed certified or registered swimming pool contractor.

***Prior to issuance a sub-contractor form will be required to attach the CPC.**

Pool Enclosure/Fence permit is applied for after pool has been issued to the contractor.

Electric Contractor submits subcontractor form to "attach" to main pool permit.

Contact Info:

Contractor is CGC

Applicant is CGC

ELEC Contractor is Electrician (Subcontractor form)

CPC is attached as Pool Contractor (Subcontractor form)

Using An Existing Fence:

- Make a note on the Permit Details to please inspect the existing fence for pool code compliance
- If the fence fails, the owner or a fence contractor will come in and apply for a pre-paid fence permit
- Add the fence inspection back in. Add the fence inspection twice if it is private provider (one as a 20 and one as a 30)
- Once the fence passes inspection the final can be rescheduled.

[RESIDENTIAL SWIMMING POOL SAFETY ACT \(R.S 515.21\)](#)

[SAFETY BARRIER GUIDELINES FOR RESIDENTIAL SWIMMING POOLS](#)