require multiple inspections at different stages of construction; information on required inspections will be provided at time of permit issuance. The permit holder is responsible for calling Zoning and Development Services to schedule the inspections. When using a contractor to install a pool, be sure to get a copy of the final inspection approval before a final payment is made and use of the pool begins, and remember, the final inspection cannot be approved until the pool barrier is in place.

For more information about pool, spa and hot tub building code requirements, please give Development Services staff at call at 540-422-8230.

**Important Safety Tips**

1. A pool barrier is required to be in place around the construction site and for the final inspection.

2. Use of a pool, hot tub or spa without the final inspection is illegal.

3. Most accidental drowning occurs with toddlers and children that have been left unattended for less than 5 minutes.

4. Required barriers, approved safety covers and alarms do no good if they are not maintained or are shut off.
Frequently Asked Questions

When do I need a permit?
A combination zoning/building permit is required in any instance where the pool, spa or hot tub:

- has a surface area greater than 150 square feet,
- holds more than 5,000 gallons of water, or
- has a water depth greater than 24 inches.

How do I apply for the permit?
An application for a zoning/building permit must be filed with Zoning and Development Services utilizing the standard zoning/building permit form. The following information and items must be submitted with the completed application:

- A plat showing the location and size of the pool on the property, with all property lines and buildings clearly marked, and distances between the pool and the property lines and buildings labeled. The plan must show the location of the required permanent pool barrier.
- All pool deck designs.
- For in-ground pools, design details of the pool with an original stamp by an engineer.
- For above-ground pools, spas and hot tubs, a copy of the installation instructions from the manufacturer. If these were not provided with the purchase, instructions may be available on the pool manufacturer’s website.
- If the lot is not served by public sewer, an approval letter must be provided from the Health Department indicating the proposed location does not conflict with septic field locations.
- Pool Barrier Affidavit form. This supplemental form must be included with every application to attest to the applicant’s understanding that a barrier meeting code requirements is a required part of pool construction.
- If any electrical, mechanical or plumbing work is to be done, the information regarding this proposed work must be included with the permit application.
- Fees: Permit costs for a pool vary according to size and use. A small above-ground pool, spa or hot tub will generally have fees ranging from $200 to $300; if additional permits for electrical, plumbing or mechanical installations are required, fees will increase accordingly.

Once the permit is issued, the County’s Building Inspectors must inspect the pool, spa or hot tub to confirm correct installation and provision of the required barrier. A hot tub or off-the-shelf above-ground pool would typically require a single inspection. In-ground pools

Things to consider when planning for a pool, spa or hot tub

A pool, spa or hot tub cannot be located on top of a septic field or any area designated as a reserve septic field on the property, so it is important to know the location of the septic field and reserve before deciding where on the property to place a pool. The type of soil is important when building an in-ground pool, as it can significantly affect the design.

A pool, spa or hot tub must have a permanent barrier around it for safety purposes. In most cases, this barrier is a fence, or with spas and hot tubs, an approved cover. Be sure to plan a location for the pool, spa or hot tub that will allow placement of the barrier. Also, be sure to include the barrier with your pool contract or make other arrangements for the barrier. **Please note that a pool cannot legally be constructed or utilized without a barrier, and failure to provide the required barrier creates significant safety issues, as well as liability issues for the owner.**

If any portion of the pool, spa, hot tub or associated decks and fences are above 5 feet in height, they cannot be located in any required front yard. Setbacks from the side and rear property lines may be required if any portion of the project (including a fence) is more than 7 feet in height.

While most people realize that construction of a large in-ground swimming pool requires permits from the County, it is a surprise to many that even small, off-the-shelf pools, spas and hot tubs may also require permits. These requirements are set by State regulations, but the County issues the permits.