



**City of Naples - Building Department**

295 Riverside Circle | Naples, Florida 34102

Phone: (239) 213-5020

www.naplesgov.com

**PRIVATE RESIDENTIAL  
SWIMMING POOL/SPA PERMIT APPLICATION**

Florida Building Codes, 7th Edition

**Job Information:**

Permit Application #: \_\_\_\_\_

Tax/Folio#: \_\_\_\_\_ Legal Description: \_\_\_\_\_

Job Address: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Est. Cost: \$ \_\_\_\_\_ Pool Sq. Ft: \_\_\_\_\_ Deck Sq. Ft \_\_\_\_\_

Spa Sq. Ft: \_\_\_\_\_ Pools pilings required:  Yes  No Pool Heater:  Yes  No Current Flood Zone: \_\_\_\_\_

Private Pool/Spa (serves 4 or less units) Pool Heater change out:  Gas  LP  Electric

Actual Setbacks (feet): Front: \_\_\_\_\_ Rear: \_\_\_\_\_ Left Side: \_\_\_\_\_ Right Side: \_\_\_\_\_

Description of Work: \_\_\_\_\_

\*With the issuance of permit, contractor accepts full responsibility for compliance with FBC 454 and/or FBC Residential 4501 as applicable. Contractor is responsible for all electric and bonding meeting the 2017 NEC.

**Contractor Information:**

Contractor: \_\_\_\_\_ State Cert/CC Comp Card #: \_\_\_\_\_

Qualifier's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Address: \_\_\_\_\_  
City State Zip

Electrical Contractor: \_\_\_\_\_ State Cert/CC Comp Card #: \_\_\_\_\_

Address: \_\_\_\_\_

**One copy must be included with the permit application:**

- \_\_\_ Site plan showing the location of the pool, setbacks, and the property lines.
- \_\_\_ Signed affidavits from the designer of the pool / spa, attesting that design and construction of all pool components is in compliance with Naples City Code Sec. 56-45
- \_\_\_ 1 Copy of Pool construction details mastered with City of Naples, **or**
- \_\_\_ Signed and sealed construction details with application
- \_\_\_ Pool/Spa Plan showing locations of all drain outlets. Drain covers manufacturer information. Entrapment protection for all suction outlets (drains) shall comply with the requirements of ANSI/APSP 7.
- \_\_\_ Elevations - must show pool, deck, all water features, and crown of road
- \_\_\_ **Pool Safety Act & ANSI/APSP-7 Contractor Accountability Statement:**
- \_\_\_ Pool barrier plan showing location and dimensions of any separately permitted improvement required for child barrier requirements of FBC Section 454 or FBC Residential Section 4501, as applicable. This includes, but is not limited to: fences, child mesh barriers, pool covers, and screen enclosures.
- \_\_\_ Pool renovation projects shall provide required information verifying that Entrapment protection for all existing suction outlets (drains) are in compliance with the requirements of ANSI/APSP 7.

**NOTE: Final Electrical and Pool Barrier Inspections Must be APPROVED Prior to Filling Pool. (454.2.19)**

**Regulations and Information:**

- ~~1. Required plan size is 24" x 36" maximum. Plans must be to scale with a minimum of 3/16" = 1'~~
2. Provide pool equipment in compliance with FBC-Energy Conservation Code 403.9, as applicable.
3. Pools, including pool decks that are greater than 1,000 Sq.Ft total must install and have inspected a temporary use construction fence prior to receiving the pool permit.
4. **No construction activity is allowed after steel and ground until a Spot Survey has been SUBMITTED to and APPROVED by the City of Naples Building Department.**
5. Check with the respective property owners association for deed restrictions.
6. Projects west of the Coastal Construction Control Line require a permit from the FL Department of Environmental Protection. Coastal Construction Variance from the Natural Resource Director may also be required.
7. Approved typical drawings and sealed engineering masters are kept on file. If such approved engineering is not submitted, the contractor is responsible for supplying original compliant plans signed and sealed by a Florida registered Professional Engineer with permit application.
8. Residential pools, spas, and pool/spa decks located outside of the primary structure building envelope cannot exceed 30" above crown of the road except as noted in Naples Code Sec. 56-45. The R1-15A zoning district limits elevation to 36" above crown of the road unless located within the building envelope. Pool/spa equipment is to be located per Naples Code Sec. 56-41.
9. Residential swimming pools, spas, and hot tubs, over 2 feet in depth, shall comply with the FBC, 7th Edition *Residential* Section 4501, NFPA 70, NEC 2017, and ANSI-100.
10. Residential pool barriers and alarms shall comply with FBC *Residential* Section 4501.17.
11. Gas, Electrical, Fence, and Aluminum Screen Enclosure contractors are required to pull individual sub-permits.
12. Owner-builders must sign an affidavit.
13. The fee for this permit is \$0.30 per square foot of the gross square footage of the structure, with a minimum fee of \$100.00. The fee for pool electrical permit is \$0.10 per square foot of the gross square footage of the structure, with a minimum fee of \$125.00. A plan review fee, equal to 20% of permit fee, will be due at time of application. If plan review fee is less than \$30.00, it will be collected at time permit is issued, or upon withdrawal. The plan review fee is not refundable, nor is it credited to any other fee. Initial Required Building Code Inspections: \$35.00 each inspection. Zoning review fee: \$50.00, or \$0.05 per square foot of affected enclosed space, whichever is greater, for permits that include new or renovated square footage.

***More information can be found in  
Naples Code of Ordinances, Section 56-45, Section 56-41 and Section 56-54.***

Recorded Notice of Commencement must be posted if the project valuation exceeds \$2,500.00  
**WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.**

**Contractor's Affidavit:**

**NOTE: Final Electrical and Pool Barrier Inspections Must be APPROVED Prior to Filling Pool. (454.2.19)**

I certify that all the foregoing information is accurate and that all work must be done in compliance with all applicable laws regulating construction and zoning. I understand **THERE WILL BE A FINAL INSPECTION** of the work permitted herein. Compliance will be strictly enforced. **No work whatsoever will commence until the building permit has been issued.**

- The permit fee will be doubled if work is started without an approved permit.
- Final inspection will require decibel readings of 60 db. or less as measured from adjacent property lines with all pool equipment running.

\_\_\_\_\_  
Print Name of Qualifier

\_\_\_\_\_  
Signature of Qualifier

State of Florida

County of \_\_\_\_\_

The foregoing instrument was acknowledged before me by means of \_\_\_physical presence or \_\_\_online notarization this \_\_\_ day of \_\_\_\_\_, 20\_\_\_ by \_\_\_\_\_, who is \_\_\_personally known to me or \_\_\_has produced \_\_\_\_\_ as identification.

(Seal)

\_\_\_\_\_  
Signature, Notary Public - State of Florida

\_\_\_\_\_  
Printed, Typed, or Stamped Name of Notary

**Florida Residential Swimming Pool Safety Act**  
**ANSI/APSP-7**

Contractor Accountability

**Two copies of this page shall be completed and returned with the permit application**

**Permit Application Number:** \_\_\_\_\_

**Job Address:** \_\_\_\_\_

The residential Swimming Pool Safety Act requires that a barrier isolate any new or substantially remodeled swimming pool, spa, hot tub or water feature that has a water level that is more than 24" deep. This barrier may be horizontal (an approved safety cover) or vertical (a wall, fence, screen cage, raised deck or appropriate combination). If the vertical barrier is penetrated by a door, window or gate an alarm or self-closing device may also be required. Because of design variations more than one method may be required to isolate the water and should be so noted below.

**I acknowledge that a new or renovated residential swimming pool, spa or hot tub or water feature will be installed and or renovated at the above address, and hereby affirm that one or more of the following methods shall be used to comply with the requirements of the FBC, 7th Edition, Section 454.2.17 (R-4501.17) and ANSI/APSP-7 (R-4501.6.6).**

(Please select methods necessary to provide compliance)

1. \_\_\_\_\_ The pool shall be equipped with a listed and approved safety cover that complies with ASTM F1346-91.
2. \_\_\_\_\_ The pool shall be isolated from access by an enclosure and alarms that comply with the pool barrier requirements of Florida Building Code sec. 454.2.17 (R-4501.17).
3. \_\_\_\_\_ New or substantially remodeled swimming pools, spas, hot tubs and water features at existing residences require owner's acknowledgement of FBC 454.2.17 (R-4501.17).

Check all that apply:    Screen Enclosure    Fence    Alarms

4. \_\_\_\_\_ Entrapment protection for all new and existing pool/spa suction outlets (drains) are provided or have been upgraded in compliance with the requirements of ANSI/APSP-7(R-4501.6.6).

5. Other: \_\_\_\_\_

I understand that not complying with the Florida Building Codes, 7th Edition section 454.2.17 (R-4501.17) at the time of the final inspection, or when the pool is completed for contract purposes, shall constitute a violation of Chapter 515, Florida Statutes and shall be considered as committing a misdemeanor of the second degree, punishable by fines of up to \$500.00 and/or up to 60 days in jail as established in chapter 775 Florida Statutes.

\_\_\_\_\_  
Contractor's Signature & Date

\_\_\_\_\_  
Contractor's Name (Please Print)