

APPLICATION REQUIREMENTS - MASTER Pool

PRPO

New Construction - Single Family

For new construction of residential pools only.

Separate masters will be required for each deck type and light niche type.

- Examples:
 - No light niche, paver deck with footer
 - No light niche, concrete deck
 - Light niche, paver deck with footer
 - Light niche, concrete deck

Masters are identical and must not allow the changing of any inspections.

General Requirements

All submittal requirements must have documents completed and submitted for review.

- [Application Form](#): Building Permit Application
- **Construction Plans**:
 - Signed and sealed Engineered structural detail
 - Site specific dimensioned pool design plan
 - Site specific TDH calculations
 - Provide make, model, and horsepower for proposed pump with supporting manufacturer's pump curve.
 - Provide lighting selection: standard or LED, with or without niche.
 - Provide proposed deck material: wood, concrete, or sand set pavers.
 - [Residential Swimming Pool Safety Act form](#) and proposed method of barrier protection

Submitting for Site-Specific permits (PRSPL)

1. Locate the APPROVED Master Permit under "My Items" on the GMD Public Portal.
2. Under Conditions, locate the open Master Clone Request condition.
3. Upload a request including the master permit number and the site-specific address. This should be on company letter head, signed by the qualifier or authorized agent.
4. An incomplete letter will be sent to the applicant, notifying them to upload the site-specific documents.

Site-Specific Documents:

- Application Form: with Master building permit number including Model and Elevation chosen
- Site-Specific Engineer letter*
- Master Permit Approval Letter, with options filled out, including:
 - Pool Only, Spa Only, or Pool and Spa
 - Pump Size
 - Pipe Size
 - Protection Methods: Fence, screen enclosure, alarms, baby barrier, etc.
- Site Planning Document: A site-specific certified site plan.
- Construction Plans: Residential Swimming Pool Safety Act
- Stormwater plan, if applicable

*The site-specific engineer letter is an affidavit by the licensed engineer of record affirming that the master building permit is a true and correct copy of the master building permit on file with the local building department. The affidavit must reference the master building permit number. The licensed engineer of record must affirm that the master building permit will conform to soil conditions on the specific site.