



SWIMMING POOL (RESIDENTIAL) BUILDING PERMIT REQUIREMENTS

A Residential Swimming Pool is defined as “any structure intended for noncommercial swimming or recreational bathing that contains water over 24-inches deep including in-ground, above-ground, and on-ground swimming pools, hot tubs, and spas.”

Many subdivisions have Homeowner Associations with covenants that may place additional restrictions on Swimming Pools. Please consult with your Homeowners Association before submitting your Building Permit Application. The City of Snellville does not enforce subdivision covenants; issuance of a building permit does not convey compliance with any covenants.

Step 1 - Inground & Aboveground Swimming Pools Only - Obtain Approval from the Gwinnett County Environmental Health Department for Homes Served by a Private Septic System
(If the home is served by the county sewer system, this step is NOT required). If the home is served by a private septic tank system, Gwinnett County Environmental Health must review and approve the location of **in-ground** or **above-ground** swimming pools on a lot before a permit can be issued. A 10-foot setback from the septic tank and drain field is required. The purpose of this review is to ensure that the existing septic tank and drain field is not affected by the pool's location. Information and forms can be obtained by calling (770) 963-5132. Gwinnett County Environmental Health Site Approval must be attached to the Building Permit Application.

Step 2 - Obtain the Following Forms from the City's Department of Planning and Development or on-line at the City's web page www.snellville.org:

1. Building Permit Application
2. Erosion Control and Solid Waste Management Affidavit
3. Subcontractor Affidavit (if applicable)
4. Homeowner Affidavit (if applicable)

Step 3 - Submit a “Swimming Pool Location Plan” for Review and Approval by the City's Department of Planning and Development.

Purpose: The purpose of the plan is to verify compliance with city regulations regarding: rear yard location, building setbacks from property lines; non-encroachments into drainage or sewer easements; stream buffers (stream, creek, pond, lake); zoning buffers; floodplain encroachments; and Big Haynes Creek Watershed stream buffers and impervious surface setbacks.

Swimming Pool Location Plan: This plan must be drawn to scale such as 1”=10’, 1”=20’, etc. It must show lot boundaries, location of the existing home and driveway, pool, existing accessory structures, easements, streams, buffers, septic tank/drain field (if applicable) and the location of the proposed pool, and its protective barriers, decking and pumps, all with distances labeled to property lines. A copy of the survey many people obtain at loan closing is frequently used for this purpose. Also, a copy of the lot made from the recorded Final Subdivision Plat (available at the Deed Record's Office of the Clerk of Superior Court, 75 Langley Drive, Lawrenceville (770-822-8100) may be used to prepare the plan.

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BUILDING PERMIT REQUIREMENTS (cont.)**

General Location Information. Pools and their associated structures such as decking (wood, concrete, etc.), pumps, and diving boards cannot be located on vacant lots, in easements, or in stream buffers. They must be located in the rear yard, setback at least five (5) feet from any side or rear property line and at least the front setback distance from all streets on corner lots. Encroachments into stream buffers are not permitted.

Residential Drainage Study (“RDS”). Based on site conditions, an RDS may also be required prior to the application for Swimming Pool Building Permit. Such study shall include the preparation of a Residential Drainage Plan (“RDP”) in accordance with Article 10.5 of the Development Regulations. In locations where septic tanks and drain fields exist, the RDP must also be approved by the Gw. Co. Dept. of Environmental Health. A \$250 review fee shall accompany the RDS/RDP (3 originals). A Certificate of Completion shall be issued for the structure upon receipt of written certification from the homeowner’s/builder’s design professional stating that the provisions of improvements required by the RDP or as a result of the RDS have been field verified.

Protective Barriers/Enclosures. Please contact the City’s Building Inspector for specific protective barrier/enclosure information and requirements.

- **Inground** pools must have at least a 4-foot high protective barrier surrounding the pool.
- **Aboveground** or **onground** pools at least 4 feet high do not require a protective barrier. This is because the wall of the pool serves as the 4-foot barrier as long as the ladder or steps are capable of being secured, locked or removed to prevent access, or if the ladder or steps are surrounded by a barrier at least 4-feet high. However, if these type pools are less than 4-feet high, a protective barrier must be provided so that the total barrier height is at least 4-feet. **Barrier Openings and Access Protection.** Openings in any barrier shall not allow passage of a 4-inch diameter sphere. All access gates to the pool shall be self-closing and self-latching and shall be equipped with a locking device.
- **Fences in 100-Year Floodplains.** Although allowed, they must have openings sufficiently large enough to pass water and debris.

Step 4 - Submit “Swimming Pool Details” for Review and Approval by the City’s Department of Planning and Development.

Purpose: The purpose of the details is to verify compliance with the International Swimming Pool and Spa Code.

Swimming Pool Details: This details and plan must be drawn to scale such as 1”=10’, 1”=20’, etc. and must include details for: a) safety barrier fencing; b) plumbing and mechanicals; c) pump equipment and filtration; and d) drains. Three (3) sets of detailed plans are required.

Obtain Building Permit at the City’s Department of Planning and Development. Submit the Building Permit Application, Erosion Control and Solid Waste Management Affidavit, Residential Swimming Pool Construction Affidavit, approved “Swimming Pool Location Plan”, Gwinnett County Environmental Health Site Approval (if applicable), RDS/RDP, and detailed Swimming Pool Plans (3 original copies) and permit/C.O. fee. The fee, rounded to the nearest dollar, is calculated as follows: \$50 for aboveground or onground pools and \$100 for inground pools. Fees must be paid at time of permit issuance. Post the Building Permit Card on-site and visible from the street (a minimum of five (5) feet above ground). The approved “Swimming Pool Location Plan” must also be present on-site.

Other Information and Inspections. The Building Permit includes electrical and plumbing installation inspections (if applicable). Therefore, a separate permit for this work is not required. State licensed

electrical and mechanical subcontractors must submit a Subcontractor Affidavit form to the City's Department of Planning and Development at least 24-hours prior to requesting inspections. Homeowners installing electrical and mechanical systems themselves must submit a Homeowner Affidavit.

Inspections are requested by calling (770) 985-3513. The following inspections must be successfully passed and a Certificate of Occupancy (C.O.) issued prior to pool use or occupancy:

- Site Location, Erosion & Sediment Control, Temporary Protective Barriers, and Reinforcing Steel or Basket Inspection.
- Electrical Light Bonding Inspection; Air Test Inspection of Pool Pump Lines; and Electrical Rough-In Inspection.
- Mechanical Inspection (if pool is heated with gas).

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- Final Inspection. This inspection includes final electrical, structural and mechanical (as applicable). Installation of permanent barriers and alarms verified. If successfully passed, a Certificate of Occupancy (C.O.) can be issued and the pool can be used.

The final inspection includes a final electrical inspection. Prior to use or occupancy, a final inspection must be scheduled, successfully passed, and a Certificate of Occupancy obtained.

Sewer System Connection. National and State water quality laws do not allow pools to be connected to the sanitary sewer system. The concentration of chlorine in the water would harm the safe operation of the sewer treatment system.

Draining a Pool. City and County law does not address whether or not a pool may be drained onto private property. However, it is recommended that one be a good neighbor and seek approval if one drains a pool onto a neighbor's property. It is possible that Georgia nuisance laws may cover this through the filing of a private lawsuit.

SWIMMING POOL LOCATION PLAN

The Department of Planning & Development requires a Swimming Pool Location Plan (SPLP) to be submitted in order to obtain a Building Permit for swimming pools on residential lots.

The SPLP must be approved prior to the issuance of a Building Permit for the pool. An SPLP is submitted to the Department of Planning & Development for review and approval to ensure that the rear yard location and accessory structure setback requirements are met and that easements are kept free and clear of encroachments.

The SPLP does not have to be drawn by a surveyor or an engineer, however, it must be drawn "to scale" using either an engineer or architect's scale (1"=10', 1"=20', etc.). Approval of an SPLP makes the property owner and contractor aware of location constraints on a lot.

An SPLP should show the following (as applicable) on the plan:

- ✓ Boundary lines of the lot with distances;
- ✓ Location and names of all abutting streets or other street rights-of-way;
- ✓ Minimum required front building setback lines with dimensions;
- ✓ Minimum required 5-foot accessory structure setback from side and rear property lines;
- ✓ Self-closing and self-latching gate equipped with a locking device;
- ✓ Pump, equipment structures and decking;
- ✓ Septic tank and drain field (if applicable);
- ✓ Height, type and location of required pool fencing;

- ✓ The approximate outline of all buildings, driveways, parking areas, recreational courts, patios, accessory structures and other improvements existing or proposed on the property, and dimensions of buildings and distances between all structures and the nearest property lines;
- ✓ Location and dimensions of any water, sewer, drainage or other easements, storm water management facilities, septic tanks, and septic tank drain field location on the lot;
- ✓ Subdivision name, lot and block designation;
- ✓ North arrow and scale;
- ✓ 100-year floodplain limits, any applicable stream buffers or other special building setback lines; and
- ✓ Any other applicable requirements of the Zoning Resolution or conditions of zoning approval.

Note: Swimming pools and their appurtenant structures (pump equipment, decking, etc.) must be located in the rear yard or side (interior yard) and meet the setback requirements of Sec. 201-1.7.B of Chapter 200 of the Unified Development Ordinance (“UDO”) and meet the setback requirements by the Gwinnett County Department of Environmental Health for properties served by an onsite septic system.