



SWIMMING POOL PERMIT APPLICATION PACKET

Community Services
405-670-7314
3701 SE 15th Street
Del City OK 73115
www.cityofdelcity.com
Fax: 405-670-7368

APPLICATION CHECKLIST

- _____ Signed Application
- _____ Plot Plan (1 Paper Set)
- _____ Plot Plan (Electronic)
- _____ Structural Plan (1 Paper Set)
- _____ Structural Plan (Electronic)
- _____ Mechanical Plan (1 Paper Set)
- _____ Mechanical Plan (Electronic)
- _____ Applicant Certification
- _____ Property Owner Certification

The City of Del City adopted the 2012 International Pool and Spa Code. All Pools and Spas will be permitted under this code. The construction drawings electronic version may be submitted either by CD, DVD, or email PDF at permits@cityofdelcity.org.

FOR STAFF USE ONLY:

Code	_____	DATE SUBMITTED:	_____
Zoning	_____	ENTERED INCODE BY:	_____
Floodplain	_____	PERMIT APPROVED:	_____
Stormwater	_____	DUE: \$	_____ RECEIPT NO.
Drainage	_____		
Public Works	_____		
Fire Department	_____		
Inspections	_____		



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INSTRUCTIONS

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All applications must be completed in full, including all required supporting documentation. Incomplete applications may be returned to the applicant, leading to substantial delay in processing.

Be sure to read these instructions carefully before proceeding!

Application Form:

1. Be sure to complete the form in its entirety.
2. The project description should be as specific as possible.
3. Square Footage refers to the entire building in / on which the work is to be completed.

Submission Requirements:

A site / plot plan is required, showing the location of the proposed miscellaneous/accessory structure along with all structures on the lot. Distances to property lines and structures must be shown. Two (2) paper copies and one (1) electronic copy of specifications and of drawings drawn to scale with sufficient clarity and detail to indicate the nature and character of such work.

Contractors:

1. Contractors engaging in electrical, mechanical, and plumbing work must hold valid state and city licenses.
2. Permits are obtained directly by the Contractor and Contractors must call for inspection.
3. Permits shall be obtained for all of the electrical, plumbing, related utility connections and heating work.

Adopted City Codes:

The City's current Adopted codes and standards include:

2015 International Residential Code	2015 International Property Maintenance Code
2015 International Mechanical Code	2015 International Plumbing Code
2015 International Fuel Gas Code	2015 International Existing Building Code
2015 International Private Sewage Disposal Code	2015 International Pool and Spa Code
2014 NFPA 70: The National Electrical Code	2015 International Energy Conservation Code
2015 International Fire Code	2015 International Wildland-Urban Interface Code
2015 NFPA 101 Life Safety Code	2015 NFPA 13/13D/13R & NFPA 72

Additional requirements can be found in Chapter 5 of the Del City Code of Ordinances, accessible at <http://www.municode.com> and within the Del City Planning and Zoning Ordinance (site design, parking, etc.).

Special Considerations:

1. **Draining of Pool:** Waste water shall be disposed of in a public sanitary sewer system when available or may be disposed of on the yard in which the pool is located; however, **all waste water disposed of in this manner shall be contained on and restricted to the pool owner's property.** All other methods of disposal of said waste water shall require the approval of the building inspector.
2. **Applicant is responsible for securing any and all approvals from the County or State Health Department.**

APPLICANT SIGNATURE

DATE



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APPLICATION

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PROPERTY INFORMATION:

Property Address: _____

City: _____ State: _____ Zip: _____

Property Owner Name: _____

Property Owner Address: _____

City: _____ State: _____ Zip: _____

APPLICANT INFORMATION:

Applicant Name: _____

Applicant's Current Address: _____

City: _____ State: _____ Zip: _____

Applicant Contact: _____

Phone: _____ Cell: _____

Applicant E-mail Address: _____

Relationship to Property Owner: Self Contractor Other: _____

PROJECT INFORMATION:

Permit Type: Commercial Pool Public Pool Residential Pool

Above-Ground In-Ground Remodel

Project Details: Length: _____ Width: _____ Max. Depth: _____

Does it require: Electrical Work Yes No

Mechanical Work Yes No

Estimated Project Cost: _____ Project Square Footage: _____ Overall Acreage: _____

Start Date: _____ Completion Date: _____

Existing Use: _____ Proposed Use: _____

PLOT PLAN

*** Show all Buildings, Easements, Setbacks, and Lot Line Dimensions

I hereby certify that the above site/plot plan shows all existing and proposed improvements on this property:

Signature

Date

APPLICANT CERTIFICATIONS

I certify that this swimming pool permit application is complete and accurate, to the best of my knowledge. _____
(initial)

I understand that, by submitting this application, I agree to comply with all adopted codes and applicable laws/
ordinances. _____ (initial)

I understand that inspections are required as provided for in the City's adopted codes, that inspections must be
arranged at least 48 hours in advance, that inspections are scheduled and performed on the basis of need and based on
the nature of the work being inspected, and that failed inspections may lead to re-inspection fees. _____ (initial)

I hereby submit this application for a Swimming Pool Permit.

APPLICANT SIGNATURE

DATE

PROPERTY OWNER CERTIFICATION

I certify that the applicant has my authorization to submit this building permit application. I certify that I understand that
as the Property Owner, I am ultimately responsible for anything that is done to the property. _____ (initial)

PROPERTY OWNER SIGNATURE

DATE