



SWIMMING POOL PERMIT APPLICATION

ONCOR MUST REVIEW PLANS BEFORE SUBMITTING APPLICATION TO THE CITY OF ROANOKE

Project Address:

Foundation:	Left Side:	Right Side:	Project Value:
Back:	Pool Width:	Pool Length:	Perimeter:
<input type="checkbox"/> In Ground	<input type="checkbox"/> Above Ground	<input type="checkbox"/> Electric Heat	<input type="checkbox"/> Gas Heat <input type="checkbox"/> None
Spa/Hot Tub:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Type of Water:	<input type="checkbox"/> Public	<input type="checkbox"/> Well	
Type of Sewage Disposal:	<input type="checkbox"/> Public	<input type="checkbox"/> Private	<input type="checkbox"/> Septic

PROPERTY OWNER INFORMATION

Owner Name: _____

Owner Phone : _____

CONTRACTOR INFORMATION

Contractor Name: _____

Contractor Address: _____

City/State/Zip: _____

Email: _____ Phone: _____

ELECTRICAL CONTRACTOR INFORMATION

Contractor Name: _____

Contractor Address: _____

City/State/Zip: _____

Email: _____ Phone: _____

PLUMBING CONTRACTOR INFORMATION

Contractor Name: _____

Contractor Address: _____

City/State/Zip: _____

Email: _____ Phone: _____

I hereby certify the foregoing to be correct to the best of my knowledge. I also agree the said work shall be performed in conformance with the information herein set forth and all provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating the performance of work.

Print Name

Applicant Signature

Date _____
Permit Fee: _____

Please submit to permits@roanoketexas.com with supporting documents.

City of Roanoke | 500 S. Oak Street | Roanoke, TX 76262 | 817-491-2411

CITY OF ROANOKE
CERTIFICATION OF RESIDENTIAL POOL PROTECTION DEVICE INSTALLATION

Document for the homeowner to certify that the following protection device has been installed at a particular address that is hereunder listed:

Site Address _____ **Lot** _____ **Block** _____ **Subdivision** _____

Name of Company/ Individual that performed pool alarm installation. _____

I certify that the following protection device is installed between all doors leading from the house and garage into the pool area.

All doors with direct access to the pool yard through the wall shall be equipped with an alarm which produces an audible warning when the door and its screen, if present, are opened. The alarm should sound continuously for a minimum of 30 seconds immediately after the door is opened and be capable of being heard throughout the house during normal household activities. The alarm shall automatically reset under all conditions. The alarm should be equipped with a manual means, such as a touchpad or switch, to temporarily deactivate the alarm for a single opening. Such deactivation shall last not more than 15 seconds. The deactivation switch(es) shall be located at least 54 inches above the threshold of the door. The alarm shall be listed and *labeled* in accordance with UL 2017.

PRINTED NAME(S): _____
(HOMEOWNER(S))

SIGNATURE(S): _____
(HOMEOWNER(S))
Signed by all homeowners (i.e. Husband/Wife)

STATE OF _____ COUNTY OF _____

On this _____ day of _____, in the year _____, before me _____,

Notary Public, personally appeared _____ personally known to me
(Or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is (are) subscribed to this instrument, and acknowledged that he (she/they) executed it.

WITNESS my hand and official seal.

Notary's Signature

Notary's Name (print) w/commission expiration



Storm Water Pollution Prevention And Construction Site Waste Consent Form for Contractors/ Builders/ Developers

Project Address _____ Developer _____

Pollution from a construction site is not only about controlling sedimentation and situation By means of erosion control. All construction site waste that leaves a construction area will eventually make it into the storm water system. Situation and the contribution of other pollutants from construction sites can cause physical, chemical and biological harm to our nation's waters.

Illicit Discharge:

Any discharge from a site that is not entirely composed of storm water is known as an illicit discharge.

Please identify that you have read and understand the following construction waste guidelines by initializing each item below.

Pollutants Most Commonly Discharged from Construction sites
Sediment
Solid and Sanitary Wastes
Fertilizer
Pesticides
Oil and Grease
Concrete Truck Washout
Construction Chemicals
Misc. Construction Debris

- ___ During a short period of time, construction sites can contribute more sediment to streams than can be deposited naturally during several decades. The City of Roanoke requires that erosion control measures be placed and maintained regularly at all construction sites.
- ___ If a construction site disturbs more than (1) acre of land, it must be covered by the state's TPDES Permit TXR150000 that regulates storm water discharges to state waters.
- ___ All building construction debris must be gathered up and removed by the end of each day of construction or before any projected rain event. This includes, but is not limited to excavation material, Vegetation, bricks, concrete, timber, metals, glass, tiles, paper and food waste.
- ___ Waste, construction materials and pollutant (pesticides, grease, petroleum products, paints, toxic chemicals, etc.) must be stored in the upright positions and on racks/stands during construction.
- ___ Any potential storm sewer pollutant (pesticides, grease, petroleum products, paints, toxic chemicals, Etc.) must be stored in the upright position and on racks/stands during construction.
- ___ Access shall be provided at all times during construction or demolition for waste collection vehicles.
- ___ All of the following are indications that storm water leaving a construction site contains an illicit Discharge. The contractor must keep a constant check that any water leaving a construction site Is free of these indicators. Unusual color, cloudiness, surface scum, foam, pungent odor, oil sheen, debris, algae
- ___ If the site contains construction trash, does not maintain its erosion control measures, is releasing illicit discharges or is not in compliance with any portion of the City of Roanoke ordinances it can be issued a violation.

My signature below indicates that I have read and understand the above information.

Signature: _____

Date: _____

Print Name: _____



POOL CONSTRUCTION GUIDELINES

POOL PERMITTING POLICY

Certain accessory components to be constructed in conjunction with a swimming pool installation may be covered under a Pool Permit. This includes pools, spas, grills, fire pits (gas only-no solid fuel), fireplaces, outdoor showers, and outdoor kitchens combining a grill and/or bar sink as well as all detached structures not exceeding 120 square feet in area. An existing covered patio may have a grill or outdoor kitchen installed under a pool permit. All components are subject to all applicable building codes and ordinances. All components shall be clearly shown on the pool plan and site plan and shall include all pertinent construction details.

The intent of the above paragraph is that the plumbing and/or electrical done under the Pool Permit is done by the trade listed on the permit and is ready for inspection at the same time as the regular pool inspections. Items that require a Building Permit per section R105 of the IRC cannot be grouped under the Pool Permit and must have their own permit.

Detached structures exceeding 120 square feet in area including but not limited to cabanas, gazebos, and arbors, as well as attached patio covers require a separate building permit.

SWIMMING POOL REQUIREMENTS

PERMIT APPLICATION PACKETS may be submitted via email for review. When plans are approved, print one paper set of city stamped plans for a field set. The following items must be included with the email submittal. Plan reviews will not begin until all application requirements are met. Incomplete plans and/or applications will not be accepted.

- Email submittal. All information including subcontractor details must be complete prior to submittal.
- Site Plan showing the pool, spa and any other structures (fire pits, fire features, fire places, water features, ponds, arbors/cabanas under 120 square feet, grill/outdoor kitchen, outdoor shower). The site plan shall specify construction access and a drainage plan to include grading, deck drains, area drains and roof gutters/downspouts to match the subdivision or lot drainage plan. This must be stamped by the appropriate Electrical Utility Company.
- Pool plans detailing setbacks from the house and any other structures from water edge and "back of beam". Plan must show the depth of the pool and a pool profile. Include any other new construction on pool plan including water features, gas lines, and other structures. Label if required a separate permit.
- Cabana/arbor plan including engineered foundation/piers. (Applicable if under 120 sf)
- Outdoor kitchen plan showing plumbing, gas and electric plans. (if applicable)
- Fireplace plan with engineered foundation plan and gas/electric plan. (if applicable)
- Any additional gas plan (fire pit, fire bowls, etc.)

- Resubmittal – all plans must be resubmitted via email at one time or review will not be completed until full resubmittal is complete.

Deed Restrictions/ Homeowner Association

Deed restrictions and Homeowner Association regulations are considered a private agreement between property owners. The City of Roanoke is not a party to such agreements and does not have any standing in the enforcement. It is each property owner's responsibility to be aware of and comply with such agreements.

Septic Systems

Houses on Septic Systems must show location of lateral lines or aerobic system on the site plan and must show setbacks from the pool as required by the Denton County Health Department.

Wells

Houses with an alternative water source (well water) have the potential for a cross connection of the municipal water supply. Any alternative water supply not regulated by the TCEQ is considered a high health hazard. The water department is obligated to protect the municipal water system and the customer from any health hazards due to cross connections. Thus, the water department shall require any water customer with an alternative water source to create two physical separations from the alternative water sources, where appropriate. The two acceptable physical separations are either a reduced pressure principal assembly (RPZ) or an air gap. When adding a RPZ, a closed loop plumbing system is created. At that time, an expansion tank will be required to be added to all water heaters on site. This is not required for tank-less water heaters. A permit will be required for adding a RPZ and for any expansion tanks.

Location on lot

Outdoor swimming pools shall be located in a side or rear yard, not forward of the house and at least ten feet from the decking to the rear and side property line. A decorative fountain or pond not over 24 inches deep may be in a front yard provided it is at least ten feet from any property line. Setbacks from Existing Building Foundations Pools or spas that are less than a one-to-one depth to distance ratio from back of pool beam to existing building foundations require an engineer's letter to avoid undermining of building foundations.

Glazing and Wet Surfaces

Glazing less than sixty (60) inches above pool grade and less than sixty (60) inches horizontal distance to water's edge is required to be safety glazing. Glazing more than sixty (60) inches above pool grade does not have a safety glass requirement.

Backwash Lines

Swimming pool backwash lines shall discharge to a P-Trap that is connected to sanitary sewer. Any lot of at least one acre or more that is NOT connected to sanitary sewer may discharge directly onto the lot provided it does not run off onto a neighboring property. An approved separation tank may be used when connected as a reclamation system, or a cartridge filter system that does not require backwashing. Chlorinated water and salt water shall not be dumped into a storm sewer, creek, bar-ditch, or on another property.

Entrapment

To prevent hair entrapment, drain covers must be installed that are in compliance with ASME/ANSI A112.19.8M and ANSI/NSF standard 50-2000.

Vacuum or Pressure Cleaner

All vacuum or pressure cleaner fitting(s) shall be located at least six (6) inches and not than twelve (12) inches below the minimum operational water level or as an attachment to the skimmer(s).

Deck Drains

Deck drains, area drains, and roof gutters/ downspouts which are designed principally to collect rainwater may drain to a storm sewer, creek, or bar-ditch.

Safety Glazing

Safety glazing is required in walls and fences enclosing indoor and outdoor swimming pools, hot tubs and spas where the bottom edge of the glazing is less than 60 inches above a walking surface and within 60 inches horizontally of the water's edge. This shall apply to single glazing and all panes in multiple glazing. Reference 2021 IRC R308.4 Hazardous Locations.

Fence or Retaining Wall

A pool barrier/fence may be included in the pool permit if it is noted on the application and shown on the plans. Otherwise, a separate permit is required. If the fence is included in the permit, the location shall be shown on the site plan and shall be no-climb fence design as outlined in the 2021 ISP SC.

- **Sec. 12.754. - Standards for swimming pools and hot tubs accessory to residential uses.**
- *Side setback:* No part of the pool's decking, water's edge or pool equipment shall be placed less than the side setbacks of the main building.
- *Rear setback:* No part of the pool's decking, water's edge or pool equipment shall be placed less than ten feet (10') from the rear property line.
- No part of the pool's decking, water's edge or equipment shall encroach into any easement. In the event that the pool's decking, water's edge or equipment is less than ten feet (10') from any side or rear property lines a licensed State of Texas professional engineer is required to design the grading plan. If such side and rear setbacks are not known, plans shall be designed by the required setbacks as set forth in the zoning district for which is established by the City of Roanoke Comprehensive Zoning Ordinance as adopted.
- *Main/permanent structure.* There shall be a minimum setback of five feet (5') from a permanent structure, unless the pool plans are designed to provide sufficient support to prevent failure of the adjacent foundation and bear the original stamp and signature of a Texas Professional Engineer (except for portable pools or hot tubs/spas).
- *Barrier requirement.* There shall be a fence that is four feet (4') minimum in height, access gate(s) shall be self-closing with a self-latching device and said gate(s) shall be locked when not in use.
- *Shade structures.* Shade structures shall have no setback from water's edge of a swimming pool unless piers will be used. If piers are used the pier must be located a minimum of three feet (3') from the water's edge of the swimming pool. Setbacks from property lines and main building for such shade structures shall be as set forth in [Section 12.751](#) of this Code.

Fences and retaining walls meeting the criteria listed below require a separate fence permit:

- A masonry fence or retaining wall 48 inches or greater from the bottom of the footing to the top of the wall. (Requires engineering)
- A non-masonry fence greater than 7 feet high. Fences over 96 inches from grade require a variance to the zoning ordinance.

INSPECTION REQUESTS

All Inspection Requests are required to be requested online through the city website at <https://roanoketexas.com/FormCenter/Community-Development-Services-5/Request-an-Inspection-38>.

- It is the General Contractor's responsibility to request all inspections online.
- The City stamped set of plans MUST be on the jobsite for ALL inspections.
- Inspection must be requested prior to 7:00 a.m. for same day inspection.
- All inspections held back because of cold weather or rain MUST be re-scheduled by requesting an inspection online.
- No concrete or plumbing rough inspections will be made if it is too wet. No concrete inspections will be made unless the temperature is 38 degrees and rising. Do not lay brick when it will be below 40 degrees before mortar setting.
- All dogs must be locked up prior to inspection.
- To cancel an inspection call 817-491-2411 before 8:30 am.

Re-Inspection Fee

A \$100.00 RE-INSPECTION FEE may be charged when:

- Work called for inspection is incomplete;
- Building address and/or permit card is not clearly posted;
- City approved plans are not on the job site available to the inspector;
- The building is locked or work otherwise not available for inspection when called;
- Items noted for correction on initial inspection and not corrected upon re-inspection.
- The original red tag has been removed from the job site and/or,
- Violations exist on the property including failure to maintain erosion control, trash control or tree protection.

Plans on Site

The building permit packet must contain a copy of the permit and city stamped plans. This packet must be left on site at one of the following two locations for all swimming pool inspections requested:

- The back of the house where it is obvious and visible to the inspector OR
- At the pool equipment - Failure to provide the packet for requested inspections or if documents are missing from the packet shall result in the assessment of a re-inspection fee.

If the packet is lost or stolen, stamped plans can be downloaded from the permit. For plan changes a fee of \$50.00 per hour will be charged for additional plan review time.

Construction Hours

The Roanoke code regulates noise construction that is considered a nuisance. By ordinance, construction is allowed from 7:00 AM to 9:00 PM, Monday through Saturday. On Sundays only work that does not create noise audible at the property line is permitted. Variances to this ordinance are handled by the Police Department at 817-491-6052.

Temporary Fencing

Pool excavation shall be secured by an approved temporary fence at all times until the permanent fence is installed. The top of the temporary fence shall be at least four feet (4') above grade, measured on the side of the fence that faces away from the swimming pool construction. Any opening in the fence shall be no larger than a size to prevent a sphere four inches (4") in diameter from passing through the fence. The wall of a dwelling may serve as part of the fence. Temporary fencing shall be supported using minimum 5-ft. tall, 14 gauge steel t-posts or steel tubing spaced a maximum of ten (10) feet on center. No rebar, wood stakes, or other methods shall be accepted unless approved in advance by the Building Official.

Construction Access

The use of an adjacent lot for pool construction access is prohibited unless an Earth Disturbance permit has been obtained with written authorization from the property owner and erosion control is in place.

INSPECTIONS REQUIRED

Each of the following inspections must requested online in the proper order. If an inspection is requested out of order, no inspection will be made. City approved plans must be on the job site at the time of the inspection. Other inspections may be required based on approved plans. *All inspections will be cancelled if the TEMPORARY FENCE is not installed correctly on the job site.

- Stake Out Inspection- Before any construction begins, the inspector will check the site. New construction should be staked out with the property lines marked so the inspector can verify setbacks and proper location.
- Belly Steel Ground - Ground clamps used on pool steel must be clamps listed for direct burial.
- Deck Steel Ground - Ground clamps used on pool steel must be clamps listed for direct burial.
- For any detached accessory structure less than 120 square feet built with this permit – the setbacks on the structure must 10' from the property line. Attached structures or ones 120 square feet or larger require a separate permit. See the Residential Accessory Building Guidelines.
- Gas Line(s) – If there are additional gas lines on the pool plan that were included with the pool permit and installed by the same plumber they will be inspected at this time.
- Underground Electric – any underground electric for the pool, spa or any item covered under the permit must be inspected.
- P-Trap – Swimming pool backwash lines shall discharge to a p-trap that is connected to sanitary sewer. Any lot at least one acre or more that is not connected to sanitary sewer may discharge directly on the lot.
- Pre-Plaster - Pool plastering shall not proceed until the permanent barrier is inspected and approved. Before the pool is filled with water, a permanent fence shall be erected surrounding the pool, which shall conform to Appendix G of the International Residential Code. The pool contractor is responsible for the permanent fence. ****NOTE: Alarm letter must be uploaded and an alarm letter inspection requested 48 hours before requesting pre-plaster inspection.****
- Final Grading Site Survey - Finish grade shall not alter the drainage of the lot from the approved drainage plan submitted by the developer. Sod or hydro mulch must be completed where required. Lot drainage survey or sealed engineer letter stating that the drainage matches the subdivision or lot engineered drainage plan is to be uploaded to the permit and approved at least 24 hours prior to final inspection.

- **Pool Final** -A final inspection must be requested within 180 days from permit date. Your contractor registration can be revoked for allowing permits to expire. If the pool is not ready for a final inspection, an extension may be requested prior to the expiration of the permit without penalty.

Lot drainage survey or sealed engineer letter stating that the drainage matches the subdivision engineered drainage plan is required to be submitted online and an inspection for drainage approved at least 24 hours prior to requesting final inspection.

No pool shall be occupied, utilized, or accessed unless a final inspection has been performed and approved by the City.

- **Energy Code requirements.** The International Energy Conservation Code has additional requirements for swimming pools:

403.9 Pools (Mandatory). Pools shall be provided with energy-conserving measures in accordance with Sections 403.9.1 through 403.9.3.

403.9.1 Pool heaters. All pool heaters shall be equipped with a readily accessible on-off switch to allow shutting off the heater without adjusting the thermostat setting. Pool heaters fired by natural gas or LPG shall not have continuously burning pilot lights.

403.9.2 Time switches. Time switches that can automatically turn off and on heaters and pumps according to a preset schedule shall be installed on swimming pool heaters and pumps.

- EXCEPTIONS:
1. Where public health standards require 24-hour pump operation.
 2. Where pumps are required to operate solar-and-waste-heat-recovery pool heating systems.

403.9.3 Pool covers. Heated pools shall be equipped with a vapor-retardant pool cover on or at the water surface. Pools heated to more than 90°F (32°C) shall have a pool cover with a minimum insulation value of R-12.

EXCEPTION: Pools deriving over 60 percent of the energy for heating from site-recovered energy or solar energy source.

AG105.1 Application. The provisions of this chapter shall control the design of barriers for residential swimming pools, spas and hot tubs. These design controls are intended to provide protection against potential drowning and near drowning by restricting access to swimming pools, spas and hot tubs.

AG105.2 Outdoor swimming pool. An outdoor swimming pool, including an in-ground, above-ground or on-ground pool, hot tub or spa shall be surrounded by a barrier which shall comply with the following:

1. The top of the barrier shall be at least 48 inches (1219 mm) above grade measured on the side of the barrier which faces away from the swimming pool. The maximum vertical clearance between grade and the bottom of the barrier shall be 2 inches (51 mm) measured on the side of the barrier which faces away from the swimming pool. Where the top of the pool structure is above grade, such as an above-ground pool, the barrier may be at ground level, such as the pool structure, or mounted on top of the pool structure. Where the barrier is mounted on top of the pool structure, the maximum vertical clearance between the top of the pool structure and the bottom of the barrier shall be 4 inches (102 mm).
2. Openings in the barrier shall not allow passage of a 4-inch-diameter (102 mm) sphere.
3. Solid barriers which do not have openings, such as a masonry or stone wall, shall not contain indentations or protrusions except for normal construction tolerances and tooled masonry joints.

4. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is less than 45 inches (1143 mm), the horizontal members shall be located on the swimming pool side of the fence. Spacing between vertical members shall not exceed 13/4 inches (44 mm) in width. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 13/4 inches (44 mm) in width. EXCEPTION: Barriers that are at least 6 feet in height may have horizontal members on either side of the fence.

5. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45 inches (1143 mm) or more, spacing between vertical members shall not exceed 4 inches (102 mm). Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 13/4 inches (44 mm) in width.

6. Maximum mesh size for chain link fences shall be a 2 1/4-inch (57 mm) square unless the fence has slats fastened at the top or the bottom which reduce the openings to not more than 13/4 inches (44 mm).

7. Where the barrier is composed of diagonal members, such as a lattice fence, the maximum opening formed by the diagonal members shall not be more than 13/4 inches (44 mm).

8. Access gates shall comply with the requirements of Section AG105.2, Items 1 through 7, and shall be equipped to accommodate a locking device. Pedestrian access gates shall open outward away from the pool and shall be self-closing and have a self-latching device. Gates other than pedestrian access gates shall have a self-latching device. Where the release mechanism of the self-latching device is located less than 54 inches (1372 mm) from the bottom of the gate, the release mechanism and openings shall comply with the following:

8.1 The release mechanism shall be located on the pool side of the gate at least 3 inches (76 mm) below the top of the gate; and

8.2 The gate and barrier shall have no opening larger than 1/2 inch (13 mm) within 18 inches (457 mm) of the release mechanism.

9. Where a wall of a dwelling serves as part of the barrier, one of the following conditions shall be met:

9.1. The pool shall be equipped with a powered safety cover in compliance with ASTM F 1346; or

9.2. Doors with direct access to the pool through that wall shall be equipped with an alarm which produces an audible warning when the door and/or its screen, if present, are opened. The alarm shall be listed in accordance with UL 2017. The deactivation switch(es) shall be located at least 54 inches (1372 mm) above the threshold of the door; or

9.3. Other means of protection, such as self-closing doors with self-latching devices, which are approved by the governing body, shall be acceptable so long as the degree of protection afforded is not less than the protection afforded by Item 9.1 or 9.2 described above.

10. Where an above-ground pool structure is used as a barrier or where the barrier is mounted on top of the pool structure and the means of access is a ladder or steps:

10.1. The ladder or steps shall be capable of being secured, locked or removed to prevent access; or

10.2. The ladder or steps shall be surrounded by a barrier which meets the requirements of Section AG105.2, Items 1 through 9. When the ladder or steps are secured, locked or removed, any opening created shall not allow the passage of a 4-inch-diameter (102 mm) sphere.

City of Roanoke | 500 S. Oak Street | Roanoke, TX 76262 | 817-491-2411

AG105.3 Indoor swimming pool. Walls surrounding an indoor swimming pool shall comply with Item 9 Section AG105.2,
AG105.4 Prohibited locations. Barriers shall be located to prohibit permanent structures, equipment or similar objects from being used to climb them.
AG105.5 Barrier exceptions. Spas or hot tubs with a safety cover which complies with ASTM F 1346, as listed in Section **AG107**, shall be exempt from the provisions of this appendix.

SECTION AG106

Entrapment Protection for Swimming Pool and Spa Suction Outlets

AG106.1 General. Suction outlets shall be designed and installed in accordance with ANSI/APSP-7