



DEVELOPMENT SERVICES DEPARTMENT SWIMMING POOLS & HOT TUBS

A building permit must be obtained from the Development Services Department to construct, replace, improve or install a pool, spa or hot tub. A permit is required for installation of in-ground, above ground, or prefabricated swimming pools, spas or hot tubs, in either commercial or residential use.

Why do I need a permit?

The purpose of the permit is to assist property owners with compliance of the Manor Subdivision Regulations, the 2015 International Code Council, and the 2014 National Electrical Code, which the City Council has adopted by ordinances in the City of Manor.

How do I obtain a swimming pool permit?

Please submit a permit application, which is available from the Development Department or online, along with one set of your pool plans and specifications, and two copies of your survey indicating the proposed location of the pool. The following items must be included in the pool plans.

The plot plan or survey must indicate the following:

Property lines, easements, right of ways, and overhead utilities adjacent to pool,

Existing structures, fences, retaining walls, gates and other access points,

- Proposed pool shape, dimension, relation to setbacks, side yards, and clearance of existing structures, and gallons,
- Proposed mechanical equipment pad(s), dimensions, and related setbacks including side yards,
- All deck equipment items, if included,

The structural plan must indicate the following:

- Type of construction (gunite, poured concrete, prefabricated, lined),
- Pool dimensions with depth and adequate cross-sections drawn to scale,
- For above ground pools the installation information provided by the manufacturer is adequate.

The mechanical plan must indicate the following:

- Type and size of filtration systems and means of waste disposal,
- Type and size of pool heater (if applicable), including the method of venting and provisions for combustion air, and
- Pool piping layout with all sizes shown and the types of material to be used, indicating location of the main outlet, surface skimmers and inlets AND BACK FLOW PREVENTION DEVICES.

The electrical plan must indicate the following:

- Location of all outlets, plugs and conductors,
- Sizing of all conductors,
- Grounding of all equipment and fault interrupters, and
- Bonding detail of all components including lighting



How long does it take?

Normally, a swimming pool permit is issued in 10 business days or less if all information is submitted as required.

Are there any special requirements?

A fence, wall or barrier is required that completely surrounds the swimming pool, tract, or lot. Barrier requirements are intended to provide against potential drowning and near drowning by restricting access to swimming pools, spas and hot tubs. A complete list of requirements can be obtained in the 2015 International Code Council and a copy of these codes can be reviewed at the Development Services Department.

You may want to check with your Homeowners Association for any other regulations that are mandated by deed restrictions.