



Inspections Department

Mark A. Fleet, Building Code Official

540/665-5650

Fax 540/678-0682

**IN-GROUND/ABOVE GROUND SWIMMING POOLS
BUILDING PERMIT APPLICATION REQUIREMENTS**

1. A completed application that includes:
 - The name of the current owner of the property or lot and the tax map identification number (this may be found on your real estate bill)
 - Directions to the location of the property or lot
 - Setbacks: Actual distance (measured in feet) from the proposed pool to the property line
 - A daytime phone number so that you may be contacted with questions
2. A recorded plat or drawing of the property.
 - Please mark where the pool will be located on the plat. Place the actual distance of the proposed pool on the plat and indicate, in feet, the distance to all property lines
3. Above Ground Pools:
 - o Manufacturers Pool Pamphlet showing size and construction of the pool.
4. In-Ground Pools:
 - o Virginia Engineer Sealed set of plans of the pool showing the size and construction

Additional information may be required depending on the specifics of your project

All in-ground and above ground pools shall be installed in accordance with the 2018 International Pool and Spa Code (2018 ISPSC) and meet all barrier requirements.

Your permit application and plans will be reviewed by:

- a) the Zoning Department to ensure compliance with setback requirements and
- b) the Inspections Department to ensure compliance with Virginia Residential Code/International Pool and Spa Code

You will be contacted when your permit has been approved and is ready to be issued or, if there is any additional information required to complete the review process.

Should you have any questions regarding your plans after the permit has been issued, please call 540-665-5650.

Required Inspections for In Ground Swimming Pools

1. **First Bonding** – when pool walls or rebar are in place (before concrete is poured) Uniform Statewide Building Code, Section 113.3

Section 113.3 – Minimum Inspections. The permit holder shall assure that the following minimum inspections have been conducted and approved by the building code official when applicable to the construction or permit

1. *Inspection of footing, excavations, and reinforcement material for concrete footings prior to placement of concrete.*
 2. *Inspection of foundation systems during phases of construction necessary to assure compliance with this code.*
 3. *Inspection of preparatory work prior to the placement of concrete.*
 4. *Inspection of structural members and fasteners prior to concealment.*
 5. *Inspection of electrical, mechanical and plumbing materials, equipment and systems prior to concealment.*
 6. *Inspection of energy conservation material prior to concealment.*
 7. *Final Inseption.*
2. **Second Bonding** – after all metal parts around pool are bonded together (ladder, diving board, light, handrails, rebar in slab and any underground conduits).
 3. **Final** – after pool and all electrical are completed and barrier is in place, including alarm on doors that are used for barriers from house.

Note: No more than 2' of water is to be in pool until a barrier is in place.