



# POOL CONSTRUCTION PERMIT APPLICATION

Form revised 1/31/2019

### PROJECT INFORMATION

Project Type (please check one):  Residential Pool/Spa  Commercial Pool/Spa  
 Job Address/Location: \_\_\_\_\_  
 Number of Pools/Spas: \_\_\_\_\_ Construction Value: \$ \_\_\_\_\_

### PROPERTY OWNER INFORMATION

Owner: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_ City/State/ZIP: \_\_\_\_\_

### CONTRACTOR INFORMATION

Contractor: \_\_\_\_\_ Contact Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ City/State/ZIP: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

### APPLICANT INFORMATION

Applicant is:  Owner  Contractor  Other: \_\_\_\_\_

*I have carefully examined the completed application and know the same to be true and correct, and hereby agree to comply with all applicable Ordinances of the Town of Northlake whether herein specified or not. I, the undersigned, do hereby certify that I am the authorized agent/contractor/owner of the property above described and that I am applying for this permit at the request and with the permission of the same. I authorize the Building Inspector to enter my property to complete any inspections necessary in conjunction with the issuance of the permit.*

Applicant Name (print): \_\_\_\_\_  
 Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### PERMIT & INSPECTION INFORMATION

Submittal requirements (other pans may be necessary depending on complexity of project):

1. Completed Application and 1 (pdf) copy emailed to Lora Hutchings: [lhutchings@town.northlake.tx.us](mailto:lhutchings@town.northlake.tx.us). A \$100 non-refundable plan review fee and a permit fee of \$150.00 will be due prior to issuance of permit.
2. Site plan 1 (pdf) showing placement of the pool in relationship to the lot boundaries, septic system and spray heads (if applicable), and other structures on the lot and stamped approved by the applicable electrical utility provider.

Permits are subject to all applicable codes and ordinances of the Town of Northlake. The following codes (and amendments) have been adopted by the Town: 2006 International Building Code (IBC), 2006 International Residential Code (IRC), 2006 International Mechanical Code (IMC), 2006 International Plumbing Code (IPC), 2006 International Energy Conservation Code (IECC), 2006 International Fuel Gas Code (IFGC), 2009 International Fire Code (IFC), and 2005 National Electrical Code (NEC). Inspection requests may be called in at (940) 521-0470 for inspections to be conducted on the next business day. Required inspections for swimming pools are listed below:

1. Belly steel & bond
2. Deck steel & bond
3. Final

### \*\*FOR OFFICE USE ONLY\*\*

Stamp Received
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Permit #: \_\_\_\_\_  
 Issue Date: \_\_\_\_\_  
 Final/CO Date: \_\_\_\_\_  
 Total Fee Paid: \_\_\_\_\_  
 Receipt #: \_\_\_\_\_  
 Revenue Account #: 100-43350-00-00 POOL