

Application # _____

Date: _____

Permit Clerk: _____

WALTON COUNTY BUILDING DEPARTMENT CHECKLIST FOR SWIMMING POOL PERMITS

DEFUNIAK SPRINGS 892-8160, FREEPORT 267-2084

Applicant /Clerk _____

Notice: This form must be attached to all Building Plan Submittals.

RESIDENTIAL POOLS

- _____ 1. **Parcel Number** – Call Property Appraiser at 892-8123.
- _____ 2. **Proof of Ownership of Property.** (Must be recorded deed from the Clerk of Court)
- _____ 3. **Planning Approved Site Plan and Review Sheet.**
- _____ 4. **Plans:** Residential Pools in the Coastal V Zone require two sets (1) hard copy stamped & sealed by a Florida Registered Architect or Engineer (1) electronic copy on CD in PDF Format with attached stamped and sealed letter.

COMMERCIAL POOLS

- _____ 1. **Parcel Number** – Call Property Appraiser at 892-8123.
- _____ 2. **Proof of Ownership of Property.** (Must be recorded deed from the Clerk of Court)
- _____ 3. **Copy of Development Order and approved site plan.**
- _____ 4. **Letter from Florida Department of Health (FDOH)**
- _____ 5. **Plans:** Commercial Pools require four sets - (3) hard copy and (1) electronic copy on CD in PDF Format

SETBACK REQUIREMENTS from Structure to Property Line:

- Front – 20 feet
- Back – 15 feet
- Sides – 7.5 feet

SETBACK REQUIREMENTS from Structure to the following:

- Creek – 50 feet
- River – 50 feet
- Wetlands – 25 feet
- Coastal Lake – 100 feet
- (Exception: Single Family Development, Lots of Record prior to November 07, 1996 that are less than 200 feet deep may have 25 foot or 25 % of the depth of the lot, whichever is greater.)

WHEN PAYING FOR SWIMMING POOL PERMIT, THE SWIMMING POOL CONTRACTOR MUST PAY FOR THE PERMIT WITH CASH, COMPANY CHECK, OR CREDIT CARD. IF THE HOMEOWNER IS PURCHASING THE PERMIT AS AN INDIVIDUAL, THEN THEY MUST PAY CASH, PERSONAL CHECK, OR CREDIT CARD. CHECKS AND CREDIT CARDS FROM COURIERS WILL NOT BE ACCEPTED.