



# City of Mt. Juliet

## Building Codes Department

73 East Hill Street  
Mt. Juliet, TN 37122  
615-773-7957

### **GUIDELINES TO OBTAIN AN ABOVE GROUND SWIMMING POOL PERMIT**

ANY PERSON WHO DESIRES A PERMIT TO INSTALL A SWIMMING POOL SHALL MAKE APPLICATION ON FORMS PROVIDED FOR THAT PURPOSE. HE SHALL DESCRIBE THE WORK TO BE DONE AND THE LOCATION, OWNERSHIP, OCCUPANCY ANY USE OF THE PREMISES IN CONNECTION THEREWITH. THE ADMINISTRATIVE AUTHORITY MAY REQUIRE PLANS, SPECIFICATIONS OR DRAWINGS AND SUCH OTHER INFORMATION, AS THEY MAY DEEM NECESSARY. WHEN REQUIRED BY THE BUILDING OFFICIAL, **TWO (2) COPIES OF SPECIFICATIONS WHICH INCLUDE THE SAFETY ACT, SURVEYS AND DRAWINGS DRAWN TO SCALE WITH SUFFICIENT CLARITY AND DETAIL TO INDICATE THE NATURE AND CHARACTER OF THE WORK, SHALL ACCOMPANY EVERY APPLICATION.**

ALL LICENSED SUBCONTRACTORS ALSO NEED TO BE LISTED IN THE PERMIT APPLICATION, INCLUDING THEIR COMPANY NAME, STATE LICENSE NUMBER, AND A TELEPHONE NUMBER.

**A. PLOT PLANS WITH SIDE GRADES**, DIMENSIONED, DRAWN TO SCALE OF NOT LESS THAN 1/8 IN./FT., AND SHOWING AT LEAST THE FOLLOWING:

1. PROPERTY LINES, EASEMENTS, RIGHT-OF-WAY OF RECORD, AND OVERHEAD UTILITIES ADJACENT TO POOL AREA OR OVER THE PROPERTY.
2. EXISTING STRUCTURES, FENCING, RAILING, RETAINING WALLS, AND OTHER RELEVANT CHARACTERISTICS ADJACENT TO POOL AREA.
3. PROPOSED POOL SHAPE, DIMENSIONED AND LOCATED TO SHOW SETBACKS, SIDE YARDS, AND CLEARANCE FROM EXISTING STRUCTURES ADJACENT TO POOL AREA.
4. PROPOSED MECHANICAL EQUIPMENT PAD, DIMENSIONS, AND LOCATION AS TO SETBACKS AND SIDE YARDS.
5. ALL DECK EQUIPMENT ITEMS, IF INCLUDED.
6. PROPOSED DECK WORK CONFIGURATION, SHOWING ITS ANTICIPATED DRAINAGE.
7. ANTICIPATED OVERALL DRAINAGE OF THE POOL SITE.

**B. A STRUCTURAL PLAN** SHOWING AT LEAST THE FOLLOWING:

1. TYPE OF CONSTRUCTION, WHETHER INFLATABLE, STEEL RAILS, PVC, ETC.
2. POOL DIMENSIONS, INCLUDING THE DEPTH, AND ADEQUATE CROSS-SECTIONS DRAWN TO SCALE.
3. COMPUTATIONS AND OTHER DATA SUFFICIENT TO SHOW THE CORRECTNESS OF THE PLANS; INCLUDING THE DETAIL ON DRAINS, SKIMMER, LIGHTS, HANDRAIL, STEPS, ETC.

**C. A MECHANICAL PLAN** SHOWING AT LEAST THE FOLLOWING:

1. VOLUME, SYSTEM FLOW RATE IN GALLONS PER MINUTE, AND TURNOVER IN HOURS.
2. TYPE AND SIZE OF FILTRATION SYSTEMS AND MEANS OF WASTE DISPOSAL.
3. TYPE AND SIZE OF POOL HEATER, IF INCLUDED, INCLUDING THE METHOD OF VENTING AND PROVISIONS FOR COMBUSTION AIR.
4. POOL PIPING LAYOUT WITH ALL SIZES SHOWN AND TYPES OF MATERIAL TO BE USED, AND SHOWING THE LOCATION OF THE MAIN OUTLET, SURFACE SKIMMERS, AND INLETS.
5. SIZE, LENGTH FROM SOURCE TO HEATER, AND ROUTING OF THE GAS LINE SHALL HAVE A GAS PERMIT.

**D. AN ELECTRICAL SCHEMATIC** DRAWING WILL BE REQUIRED TO INCLUDE SHOWING PANEL FROM WHICH THE ELECTRICAL CIRCUIT ORIGINATES FROM. SHOW ALL WIRING SIZES, TYPES, AND INSTALLATION LOCATIONS. SHOW

ANY NEW RECEPTACLES OR DECK LIGHTING AS WELL. AND A POOL ALARM AS REQUIRED BY STATE OF TENNESSEE LAW T.C.A. 68-14-801 - 68-14-807 - IN PART STATES - *Each person, enterprise, agency or entity that purchases or acquires a swimming pool to be installed after January 1, 2011, shall install and maintain a pool alarm before using or making available for use such swimming pool.*

**\*\***ALL PLANS SUBMITTED SHALL BE ON SUBSTANTIAL PAPER AND SHALL SHOW THE NAME AND ADDRESS OF THE PERSON UNDER WHOSE SUPERVISION THE PLANS WERE PREPARED. ALSO, A STATEMENT OF WHO'S RESPONSIBILITY IT IS TO RESTORE THE PRIVATE PROPERTY AS IN RESIDING, FENCING, DRAINAGE, SWALES, ETC., OWNER OR CONTRACTOR. ANY PERSON WHO SHALL COMMENCE ANY SWIMMING POOL WORK FOR WHICH A PERMIT IS REQUIRED WITHOUT HAVING FIRST OBTAINED A PERMIT THEREFORE SHALL PAY DOUBLE THE PERMIT FEE FIXED BY THE SECTION FOR SUCH WORK PROVIDED, HOWEVER, THAT THIS PROVISION SHALL NOT APPLY TO EMERGENCY WORK REQUIRED BY THE ADMINISTRATIVE AUTHORITY FOR THE PROTECTION OF THE PUBLIC HEALTH, SAFETY AND WELFARE. IN ALL SUCH CASES A PERMIT SHALL BE OBTAINED AS SOON AS IT IS PRACTICAL TO DO SO.

## **INSPECTIONS REQUIRED**

ALL SWIMMING POOL INSTALLATIONS OR ALTERATIONS INCLUDING EQUIPMENT, PIPING AND APPLIANCES SHALL BE SUBJECT TO INSPECTION BY THE ADMINISTRATIVE AUTHORITY TO INSURE COMPLIANCE WITH ALL THE REQUIREMENTS.

THE GRADING AND DRAINAGE OF LOTS IN THE CITY ARE OF PARTICULAR CONCERN TO THE CITY OF MT. JULIET WHEN A POOL IS CONSTRUCTED. ACCOMMODATIONS MUST BE MADE TO PROVIDE THAT THE ORIGINAL TYPE OF LOT DRAINAGE BE MAINTAINED, AND THAT THE IMPERVIOUS AREA DOES NOT IMPACT ADJACENT PROPERTIES OR CAUSE EROSION PROBLEMS BECAUSE OF POOL INSTALLATION.

### **THE PROCEDURES FOR RESIDENTIAL POOL INSTALLATION AND INSPECTIONS ARE AS FOLLOWS:**

1. APPLICATIONS ARE ACCEPTED AT THE BUILDING DEPARTMENT.
2. IF THE CITY DEEMS NECESSARY THE OWNER AND POOL BUILDER SIGN FORMS THE CITY OF MT.JULIET HAS FILLED OUT LISTING POTENTIAL DRAINAGE AND EROSION ISSUES. THESE ISSUES MUST BE ADDRESSED PRIOR TO COMPLETION AND FINAL OF THE POOL. ANY ADDITIONAL REQUIREMENTS (I.E. RETAINING WALLS, STORM WATER, ETC) WILL NEED TO BE APPLIED FOR AND PERMITTED IN CONJUNCTION WITH OR PRIOR TO THE POOL PERMIT BEING ISSUED.
3. THE PERMIT IS ISSUED.
4. SITE INSPECTION, AND GROUNDING/BONDING INSPECTION:
  - PLANS AND PERMIT ARE POSTED AT THE SITE, EASILY LOCATED FROM THE ROAD. PLANS AND PERMIT SHALL BE KEPT IN A WEATHER TIGHT CONTAINER THROUGHOUT THE ENTIRE CONSTRUCTION PERIOD.
  - THE GROUNDING WIRE IS IN PLACE PER AS REQUIRED BY CURRENT ELECTRICAL CODE.
  - PLUMBING LINES RUN UNDER THE POOL SHELL REQUIRE A PRESSURE ON THE LINES.
6. DECK INSPECTIONS:
  - PLANS AND PERMIT ARE POSTED AT THE SITE, IN A WEATHER TIGHT CONTAINER, EASILY LOCATED FROM THE ROAD.
  - THE DECK AREA IS TO BE FORMED AND GRADED SLOPING AWAY FROM THE POOL.
  - DECO DRAIN IS INSTALLED, AND ANY FOOTINGS AND/OR THICKENED EDGES ARE TO BE DUG WITH REBAR IN PLACE AND PROPERLY BONDED.
  - THE EQUIPOTENTIAL BONDING GRID AND REBAR IS IN PLACE AND PROPERLY BONDED, AND A BONDING/GROUNDING INSPECTION CALLED IN.

- PAVERS DECKS MUST BE AT ROUGH GRADE CONDITION. A COPPER EQUIPOTENT BONDING GRID MAY REQUIRE A SEPARATE INSPECTION DURING PAVERS INSTALLATION.

7. GRADING INSPECTION:

- PLANS AND PERMIT ARE POSTED ON THE SITE, IN A WEATHER TIGHT CONTAINER, EASILY LOCATED FROM THE ROAD.
- SOD SHOULD NOT BE IN PLACE.
- ALL SLOPES, SWALES, AND OTHER DRAINAGE ACCOMMODATIONS SHOULD BE COMPLETED AND READY FOR INSPECTION. SOD AND LANDSCAPE PLANTING SHOULD BE DONE AFTER THIS INSPECTION HAS PASSED. HEDGES, TREES, AND SHRUBS SHALL NOT INTERFERE WITH THE SWALES AND LOT DRAINAGE.

8. POOL FINAL:

- PLANS AND PERMIT ARE POSTED ON THE SITE, IN A WEATHER TIGHT CONTAINER, EASILY LOCATED FROM THE ROAD.
- ELECTRICAL FINAL MUST BE CALLED IN AT THE SAME TIME AS THE POOL FINAL.
- POOL IS FILLED AND EQUIPMENT IS OPERATING.
- ALL SOD IS DOWN AND EROSION CONTROL MEASURES ARE INSTALLED.
- ALL ELECTRICAL BONDING MUST BE COMPLETE AND THE GFCI OUTLET IS AVAILABLE. THE CONTROL PANEL SHOULD BE LABELED. SWITCHED FOR LIGHTS AND FEATURES ARE ACCESSIBLE OR LEFT ON TO INDICATE THEY ARE FUNCTIONAL.
- CHILD SAFETY FENCING IS ERECTED, OR WINDOW AND DOOR ALARMS ARE INSTALLED AND ACTIVE. WINDOW AND DOOR ALARMS REQUIRE THAT SOMEONE BE HOME TO TEST THEIR OPERATION. SPECIAL ARRANGEMENTS CAN BE MADE WITH THE BUILDING INSPECTOR TO SCHEDULE THESE INSPECTIONS.
- POOL ALARM TEST
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**NOTIFICATION:** IT SHALL BE THE DUTY OF THE PERSON DOING THE WORK AUTHORIZED BY THE PERMIT, TO NOTIFY THE ADMINISTRATIVE AUTHORITY THAT SAID WORK IS READY FOR INSPECTION.

**NOTE:** THE CITY OF MT. JULIET TENNESSEE ADOPTED AND ENFORCES THE 2012 INTERNATIONAL SWIMMING POOL AND SPA CODE BY ORDINANCE# 2012-37.