



Pool Spa Permit  
Building Permit  
Florida Building Code 8th Edition (2023)  
Florida Fire Prevention Code 8<sup>th</sup> Edition

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**Job Information** Application Date:\_\_\_\_\_ Est. cost:\_\_\_\_\_ Permit #:\_\_\_\_\_

Parcel ID #:\_\_\_\_\_ Job Address:\_\_\_\_\_

Legal: Sub/Unit/Blk/Lot:\_\_\_\_\_

Owner's Name:\_\_\_\_\_

Owner's Mailing Address (if different):\_\_\_\_\_

**Primary Contractor Information**

Contractor:\_\_\_\_\_ State Cert/CC Comp Card #:\_\_\_\_\_

Address/Email/Phone:\_\_\_\_\_

Job Representative Contact Info:\_\_\_\_\_

**Description of Work**

\_\_\_\_\_

**Work being performed**

New Pool ☐ New Spa ☐ Fountain ☐ Alteration ☐ Square Footage (not including deck):\_\_\_\_\_

Size of footing and reinforcing if screen enclosure is anticipated:\_\_\_\_\_

Safety option to be installed:\_\_\_\_\_

**Sub-Contractor Information** (Enter Company Name, License Number, and Address.)

Electric:\_\_\_\_\_

Pool Sub:\_\_\_\_\_

**To be completed by the Electrical Contractor**

Size of existing service:\_\_\_\_\_ amps Pool equipment sub-panel:\_\_\_\_\_ amps

Horsepower each pool pump motor:\_\_\_\_\_ Electric Pool heater #BTU's:\_\_\_\_\_

Square Footage of house:\_\_\_\_\_ Wattage of Pool lights:\_\_\_\_\_

Horsepower of Blowers:\_\_\_\_\_ Pool heater amperage:\_\_\_\_\_

**Be advised that significant portions of the City of Marco Island are subject to deed restrictions. It is incumbent upon the property owner to research deed restrictions that may be applicable to their property. Questions regarding deed restrictions should be directed to the Marco Island Civic Association (MICA) at (239) 642-7778.**

**The following must be included with the application**

- ☐ Site Plan showing pool setback, pool deck elevation, seawall elevation and location of pool equipment.
- ☐ Residential Swimming Pool, Spa and Hot Tub Safety Act Notice of Requirements Form, unless submitting for a commercial pool.
- ☐ An electronic set of signed and sealed engineered pool plans or,
- ☐ An electronic copy of signed and sealed engineered mastered typical pool plan on file with building department.
- ☐ Plan showing routing gas line and method of venting and provision for combustion air if a gas pool heater is to be installed.
- ☐ Designate safety option to be installed.

City of Marco Island, Building Services

Permit #: \_\_\_\_\_

Residential Swimming Pool  
Spa and Hot Tub Safety Act

Notice of Requirements

**I (we) acknowledge that a new swimming pool, spa or hot tub will be constructed or installed at \_\_\_\_\_, and hereby affirm that one of the following methods will be used to meet the requirements of Chapter 515, Florida Statutes:**

**Please initial the method(s) to be used for your pool:**

- ☐ The pool will be equipped with an approved safety pool cover that complies with ASTM F1346 (Standard Performance Specifications for Safety Covers for Swimming Pools, Spas and Hot Tubs).
- ☐ The pool will be isolated from access to the home by an enclosure that meets the pool barrier requirements of the Florida Statute 515.29.

**Where a wall of a dwelling serves as part of the barrier, at least one of the following must also be selected (FBC R4501.17.1.19).**

- ☐ All doors and windows providing direct access from the home to the pool with an exit alarm that complies with UL 2017 and has a minimum sound pressure rating of 85 decibels at 10 feet.
- ☐ All doors providing direct access from the home to the pool will be equipped with self-closing, self-latching devices with positive mechanical latching/locking installed a minimum of 54" above the threshold.
- ☐ A swimming pool alarm that, when placed in a pool, sounds an alarm upon detection of an accidental or unauthorized entrance into the water. Such pool alarm must meet and be independently certified to ASTM Standard F2208, titled "Standard Safety Specification for Residential Pool Alarms," which includes surface motion, pressure, sonar, laser, and infrared alarms.

I understand that not having one of the above installed before filling the pool with water, will constitute a violation of Chapter 515.F.S. and will be considered as committing a misdemeanor of the second degree, punishable by fines up to \$500 and/or up to 60 days in jail as established in Chapter 775, F.S.

\_\_\_\_\_  
Contractor's Signature & Date

\_\_\_\_\_  
Owner's Signature & Date

\_\_\_\_\_  
Contractor's Name (Print)

\_\_\_\_\_  
Owner's Name (Print)

**Job Information** Address: \_\_\_\_\_ Permit #: \_\_\_\_\_

**Regulations and Information**

1. City of Marco Island Building Services is regulated by the Florida Building Code 8<sup>th</sup> Edition (2023). For more information about the code or to purchase the code, visit <https://floridabuilding.org/c/default.aspx>.
2. Visit [www.cityofmarcoisland.com/CSS](http://www.cityofmarcoisland.com/CSS) for more information about how to submit for permit.
3. Please be advised that significant portions of the City of Marco Island are subject to deed restrictions. It is incumbent upon the property owner to research deed restrictions that may be applicable to their property. Questions regarding deed restrictions should be directed to Marco Island Civic Association at (239) 642-7778.
4. Gas for pool heaters, Fencing and Screen Enclosures must be permitted separately.
5. Before filling the pool with water, the final electrical and pool barrier inspections must be completed. See Florida Statute s.515.27 and FBC R4501.19.
6. State of Florida, Department of Health (D.O.H) proof of application is required prior to the issuance of a permit for commercial pools, and a copy of the D.O.H issued operating permit is required prior to the certificate of completion or occupancy (FBC 105.1.4 & F.S. 514.031).
7. All areas that are disturbed by construction activity shall re-graded and satisfactorily ground covered prior to the final inspection. See Marco Island Administrative Construction Code Sec. 118.2.1.1.
8. One application must be filled out with the original signature of the qualifier pulling the permit.
9. The fee for a commercial pool, spa, or fountain is \$0.82 per square foot for the pool, minimum \$587.00 plus electric fee of \$0.25 per sq ft for new construction or \$0.20 per sq ft for alteration work, minimum fee of \$77.00.
10. The fee for a single-family pool is \$445.00, including the electric permit.
11. A plan review fee of 38% of the permit fees will be charged at the time of application. This fee is not refundable nor is it credited to any other fee.

**Design Professional Information (Enter Name, License Number, and Address.)**

Architect: \_\_\_\_\_

Engineer: \_\_\_\_\_

**Miscellaneous Information (Enter Company Name and Address.)**

Fee Simple Title Holder: \_\_\_\_\_

Bonding Company: \_\_\_\_\_

Mortgage Lender: \_\_\_\_\_

**Additional Portal Access Permission**

I am authorizing the general contractor for this project \_\_\_\_\_, and/or permitting service \_\_\_\_\_, to have full access to this permit via the Citizens Self Service Portal. I acknowledge that I am solely responsible for managing any/all permits applied for under my license.

**Voluntary Owner Contact Info**

If the property owner for this project would like to be copied on City emails related to this permit add their email here. Owner's Email Address: \_\_\_\_\_

**Job Information** Address: \_\_\_\_\_ Permit #: \_\_\_\_\_

**Owner's Affidavit** I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.

**WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.**

\_\_\_\_\_  
Print Name of Owner or Agent for Owner

\_\_\_\_\_  
Signature of Owner or Agent for Owner

State of \_\_\_\_\_ County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

by \_\_\_\_\_, who is ☐ personally known to me, or ☐ has produced \_\_\_\_\_ as identification,

by means of ☐ physical presence or ☐ online notarization.

\_\_\_\_\_  
Signature, Notary Public – State of Florida

(Seal)

\_\_\_\_\_  
Printed, Typed, or Stamped Name of Notary

**Contractor's Affidavit**

I certify that all the foregoing information is accurate and that all work must be done in compliance with all applicable laws regulating construction and zoning. I understand **THERE WILL BE A FINAL INSPECTION** of the work permitted herein. Compliance will be strictly enforced.

**No work whatsoever will commence until the building permit has been issued.**

- The permit fee will be quadrupled if work is started without an approved permit.
- The permittee further understands that only licensed contractors may be employed and that the structure shall not be used or occupied until a Certificate of Occupancy is issued.
- See Section 105.5 of the Marco Island Administrative Construction Code for information regarding the permit expiration date.
- I will provide the Florida DBPR - Florida Lien Law statement to the person whose property is subject to attachment.

\_\_\_\_\_  
Print Name of Licensed Contractor

\_\_\_\_\_  
Signature of Licensed Contractor

State of \_\_\_\_\_ County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

by \_\_\_\_\_, who is ☐ personally known to me, or ☐ has produced \_\_\_\_\_ as identification,

by means of ☐ physical presence or ☐ online notarization.

\_\_\_\_\_  
Signature, Notary Public – State of Florida

(Seal)

\_\_\_\_\_  
Printed, Typed, or Stamped Name of Notary