



SWIMMING POOL CHECKLIST

Swimming Pool Permit

A swimming pool permit covers construction of an in-ground pool.

This type of permit does not result in a Certificate of Occupancy.

Other Submittal Requirements for Building Permits

A copy of the contractor's current registration. The plan review fee is due at time of application and the remainder when the permit is issued.

Other Permits May Be Required

- **Plumbing Permit:** Plumbing riser diagrams are required for all food service tenants and tenants with banks of fixtures. Tenants with plumbing serving only a restroom group (two) need not provide a riser diagram.
- **Electrical Permits** are obtained / required from the City of Olympia.

I. General Information Needed to Fill in the Online Application

- Project title
- Current Property Owner
- Tenant Number / Tenant Name
- Estimated valuation of the project.
- Parcel Area.
- Is the property within the FEMA flood zone?
- Does the property have historic designation?
- Are there any easements on the property that will affect the proposed project?
- Easement holder name and address.
- Existing and proposed impervious and hard surface calculations in square footage.
- If the project will include mechanical, electrical, or plumbing.
- Primary contact person name, phone number, address, and email address.
- Contractor name & Contractor UBI number

II. Architectural

- Provide complete plan(s) of the proposed improvements listed above. Clearly indicate new work and existing construction to remain. All drawings are to be to scale.
- ADA accessible - show changes as required. If changes are not applicable, show existing conformance.

III. Structural

- Walls/partitions/guards/handrails: provide detailing and structural calculations.



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IV. Plumbing

- A. Completed Plumbing Application, including complete scope of work.
- B. Sewer service line: show sewer building drain line backflow prevention location and device used.
- C. Water service line: show backflow protection device and location, elevation of device, and drain for testing location.

V. Electrical

- A. Completed Electrical Application, including completed scope of work.

VI. Site Plan

Permit fees and plan check fees are calculated based on ICC published actual construction cost per OMC 4.36.010.4.

A Technology Fee of 3.9% is applied to all Land Use, Engineering and Building permit & plan review fees.