



CITY OF COCONUT CREEK

DEVELOPMENT SERVICES DEPARTMENT
BUILDING DIVISION
4800 WEST COPANS ROAD
COCONUT CREEK, FLORIDA 33063

City of Coconut Creek Residential Pool Permit Submittal Requirements

Building Department Requirements: Please submit two (2) sets of sealed engineer drawings indicating the following:

Structural – to meet Florida Building Code requirements:

1. Structural design of pool
2. Type of slab/deck, i.e. concrete, pavers, etc.
3. Type of enclosure, fence and/or screen enclosure

Electrical:

1. Location and voltage of lights, handrails, ladders, etc.
2. Location of pool light switch on plan to be within the residence or within the screen enclosure on the patio
3. If submitting a pool and/or spa with a heat pump, load calculations of existing electrical service of residence must be submitted, showing that pool and/or spa equipment does not overload the service
4. Spa manufacturer's technical data (cut sheets) for heat pump, must be submitted

Plumbing:

1. Flat and piping isometrics to match with calculations shown for main drain vent location
2. If heat pump or heater is to be installed, submit manufacturer's specs (cut sheets)
3. If gas heater – need covers and need to submit a permit from a licensed gas contractor for any gas work, i.e. LP tank for gas heater

Planning & Zoning:

1. Two (2) copies of the property survey
Survey must show:
 - a. Pool and deck location with setback dimensions to ALL property lines (permitted in rear or side yard only). NO portion of the pool, deck, coping, retaining wall, etc., shall be within ANY easement.
 - b. Must be a minimum of 5' to ANY property line.
 - c. Dimensions must be from outermost edge of structure, not water line.
 - d. A 0' setback is permitted in "zero lot line" developments only provided a five-foot high masonry wall is installed along the zero lot line side of the pool area. (Masonry may be substituted with other "privacy" fence per HOA.)(See fence requirements below.)

- e. Existing or proposed fence location. Fence information to include type of fence, height (minimum 5' high for new fences - existing fences may remain.) and gate locations. Gates must be self-closing and self-latching. Baby fences do not meet fence requirements.
 - f. Proposed screen enclosure. If screen enclosure is proposed to enclose a pool, a fence permit is not required, but screen doors must be self-closing and self-latching.
 - g. Hedges shall not satisfy pool enclosure requirements.
 - h. Indicate location of pool equipment.
2. Easement agreement for fence, if applicable.
 3. Homeowners Association approval to include all items being permitted, i.e., approval is for pool only and homeowner applies for pool, deck, fence, screen enclosure etc.
 4. Spas equipped with a locking lid are exempt from screening.
 5. Apply for tree removal permit if applicable.

Engineering:

Indicate on survey/plans:

1. Pool deck to be 6 inches below Finished Floor Elevation of house
2. Provide proposed elevations around pool deck for positive drainage
3. Stay outside of Lake Maintenance Easement (LME), if adjacent
4. Keep LME at 4:1
5. Do not add any fill where property line is close to deck
6. Use extended footer or retaining wall to avoid changing grading and keep positive drainage.

Landscaping:

1. Indicate on the survey, locations of all minimum required lot trees, along with their estimated trunk and height sizes, **as they will exist when the pool construction is completed.** The minimum requirements are 1 tree for every 2000 sq. ft. of lot size. The minimum size requirements are 10'-12' height x 4'- 5' spread x 2" caliper, Florida Grade #1 or better. Palm trees can be substituted for canopy trees at 3:1. Palms must have 6' of Clear Trunk. **Note:** Street trees are not lot trees and are not counted as required lot trees.
2. Indicate on survey or plans that pool equipment will be screened from view. Pool pumps shall be screened on at least three (3) sides, with shrubs.
3. Fences installed on a corner or street side must be set back 5' from the right-of-way line or access easement. If a sidewalk is present, then shrubs or hedges must be placed along the outside of the fence.
4. Shrubs/hedges shall be a minimum height of twenty-four (24) inches full to base and a minimum spread of eighteen (18) inches, when measured immediately after planting and shall exceed the vertical height of the object at least six (6) inches within two (2) years.
5. A completed "Owner's Affidavit for Tree Removals/Replacements"

In addition to the above requirements, completed structural, electrical and plumbing applications shall be submitted, signed and notarized by the homeowner and the contractor.