



STEPHENS COUNTY BUILDING DEPARTMENT SWIMMING POOL APPLICATION

Stephens County Building Department
802 E. Doyle Street Toccoa, GA 30577

Phone: 706-898-5750 Email: scpermits@stephenscountyga.gov

All pools deeper than **24 inches** must have a safety barrier.

Barrier Requirements

- Minimum barrier height: **48 inches**
- Maximum opening size: **4 inches**
- Barrier must completely surround the pool area.

Gate Requirements

- Gates must be **self-closing** and **self-latching**.
- Gates must open **away from the pool area**.

Above-Ground Pools

If the pool wall acts as the barrier, ladders or steps must be **removable, lockable, or protected by a barrier**. Failure to install the required barrier may prevent approval of the final inspection.

SECTION 1 — APPLICANT INFORMATION

Name _____
Mailing Address _____ City, State, Zip _____
Phone _____ Email _____

SECTION 2 — PROPERTY OWNER INFORMATION

Name _____
Mailing Address _____ City, State, Zip _____
Phone _____ Email _____

SECTION 3 — JOB SITE INFORMATION

Mailing Address _____ City, State, Zip _____
Parcel Number _____ Subdivision / Lot _____
Zoning District _____

SECTION 4 — POOL INFORMATION

Type of Pool: ☐ Vinyl ☐ Gunitite ☐ Prefabricated
Use of Pool: ☐ Private Residential ☐ Other _____
Pool Dimensions: Length _____ Width _____ Depth _____

SECTION 5 — UTILITIES

Power Provider: ☐ GA Power ☐ Hart EMC ☐ Habersham EMC ☐ Other _____

Gas Line Installed: ☐ Yes ☐ No

SECTION 6 — CONTRACTOR INFORMATION (IF APPLICABLE)

Contractors performing permitted work must be registered and approved through the Stephens County permitting portal prior to permit issuance. All required licenses, insurance, identification, and certifications must be current and verified through the contractor's portal profile.

☐ Registered/Approved Contractors

General Contractor: _____

Electrical Contractor: _____

Plumbing Contractor: _____

HVAC Contractor: _____

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☐ Owner-Builder/Homeowner Exemption, if applicable

Homeowner contractors must complete the Homeowner Affidavit must be completed and notarized.

SECTION 7 — REQUIRED SUBMITTALS

☐ Site plan showing pool location and setbacks

☐ Pool construction plans or manufacturer specs

☐ Electrical bonding information

☐ Contractor license (if applicable)

Incomplete applications will not be accepted.

SECTION 8 — REQUIRED INSPECTIONS

SETBACK INSPECTION - Verify pool location and required setbacks.

POOL BASKET / REBAR INSPECTION - Verify reinforcing steel and pool shell preparation.

POOL BONDING INSPECTION - Verify bonding grid and bonding of pool equipment.

ROUGH PLUMBING INSPECTION - Verify circulation plumbing before covering.

LIGHT NICHE INSPECTION (IF APPLICABLE) - Verify installation of pool light niche and conduit.

UNDERGROUND ELECTRICAL INSPECTION - Verify electrical conduit and wiring before covering.

UNDERGROUND GAS PIPE INSPECTION (IF APPLICABLE) - Verify gas line installation before covering.

GAS PRESSURE TEST (IF APPLICABLE) - Verify gas system pressure and connections.

FINAL INSPECTION - Verify pool barrier, equipment installation, and overall compliance.

Inspection requests must be submitted by 4:00 PM the day prior to inspection

IMPORTANT NOTICE

A permit becomes null and void if the work it authorizes does not commence within 180 days of its issuance. A required inspection must occur within 180 days of the issue date of a permit or the job will be considered abandoned and the permit will become null and void. If the permit becomes null and void, it will be necessary to renew the permit and pay all appropriate fees prior to any future inspections. Appraisers from the Tax Assessor's Office may conduct on-site evaluations until the project is completed.

APPLICANT CERTIFICATION

I have read and understand the preceding statements.

Signature _____ Date _____