



**Development Services**  
305 N. Arch St.  
PO Box 638  
Royse City, TX 75189

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## **Swimming Pool Permit**

### *Information Guide*

#### **Current Adopted Codes**

2009 International Building Code (with regional amendments)  
2009 International Residential Code (with regional amendments)  
2009 International Plumbing Code (with regional amendments)  
2009 International Mechanical Code (with regional amendments)  
2018 International Fire Code (with local and NCTCOG regional amendments)  
2011 National Electrical Code  
2015 International Energy Conservation Code mandated by State of Texas

#### **Permit Application:**

- Complete Swimming Pool Permit Application and including the following information fields:
  - Accurate project address
  - Valuation Field – total cost of the project
  - Project Description – scope of work to be completed
  - Owner information
- Pool contractor must register with the City and be listed on the permit application
- Submit Two (2) copies of plans including:
  - Site Plan showing existing structures and property lines
  - Site Plan showing location of pool and setbacks to property lines and other structures
  - Plan showing location of pool equipment
  - A p-trap is required on sanitary cleanouts for pool drain and backwash and needs to be represented on the plans
- Sign Application and send to the City via one of the following methods:
  - Email to Development Services Dept. at [permits@roysecity.com](mailto:permits@roysecity.com)
  - Deliver to Development Services at City Hall – 305 N. Arch St., Royse City, TX 75189
  - Online via MyGov
- All plans will be reviewed by the Building Inspector.
- Plan review will take up to 10 business days. All feedback will be provided to the contact name listed on the permit application.
- Once Permit is approved, the contact for the project will be notified by the Development Services Department. Payment for the permit can be made when the permit is picked-up from City Hall.

- No work may begin until the permit has been issued.

**Permit Cost - \$100.00**

**Inspections:**

- Once permit is issued, inspections can be requested via MyGov or by calling 972-524-4832/4823
- Inspection requests must be received by 4pm for next day inspection
- Door alarms are required for all doors opening to pool area, to be mounted 54" above finished floor
- Self-closing gates are required
- Temporary fencing around pool must be in place for the duration of the project
- Fencing inspection will be part of the Pool Final

Typical inspections include as needed:

Pool Belly Steel and Bonding  
Electrical Underground  
Pool Gas  
Pool P-Trap  
Pool Deck and Bonding  
Pool Final  
Health Final – Commercial only



# SWIMMING POOL PERMIT APPLICATION

Development Services  
305 N. Arch St.  
Royse City, TX 75189  
Phone: (972) 524-4832/4823

<b>Property Information:</b>			
Permit #:	<input style="width: 95%;" type="text" value="Development Services Use Only"/>	Valuation: \$	
Project Address:		Subdivision:	
Project Description:		Lot:	Block:

<b>Owner Information:</b>	
Name:	Contact Person:
Email Address:	Phone #:
Physical Address: <small>(if different from above)</small>	

<b>Contractor Type</b>	<b>Contractor Name</b>	<b>Contact Person</b>	<b>Phone #</b>	<b>Email Address</b>
General –				
Electrical –				
Plumbing –				

- Submit **Two (2)** copies of plans including:
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A permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. **All permits require final inspection. A certificate of occupancy must be issued before any building is occupied.**

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Applicant:

Date: