



Pool or Spa Application

Job Information:

Owner Name: _____ Phone # _____

Owner Email: _____

Owner Mailing Address (if different): _____

STRAP #: _____

Job Address: _____ Fort Myers Beach, FL 33931 Lee County

Contractor's Information:

Contractor Business Name: _____ License #: _____

Qualifiers Name: _____ Email: _____

Phone# _____ Address: _____

Scope of work: _____Estimated sqft: _____ Estimated cost value: _____ **if over \$5000 a NOC is required*Are you using Private Provider services for Plan Review? NO YES Inspections? NO YES **Pool Safety Feature (Check One)**

- Barrier Alarms Self- Closing Latching Doors
 Pool Cover Removable Ladder (for above ground pools with a wall height of 48" or greater)

Pool/Spa Type: Fiberglass Masonry Above Ground, *provide pool dimensions:* _____House under Construction? YES NORetaining Wall YES NOPool Resurface YES NO Pool Const. Drawings Mastered YES NO

(Pool resurfacing) Provide a drawing of the pool showing the location of all the markings. Pool Master# _____

PERMIT REQUIREMENTS TO BE SUBMITTED WITH APPLICATION- The following must be included with the application**An electronic set of digitally signed and sealed engineering plans** Engineered plan & details for pool construction, and plumbing and equipment's TDH calculations One (1) Sealed Boundary Survey showing (**existing conditions**) Per LDC Sec. 34-639.(b)(5) One (1) site plan clearly showing:

Property dimensions

Pool/deck dimensions and setbacks

Footer details (if applicable)

Pool equipment location and setbacks

 One (1) Stormwater Pollution Protection Plan (SWPPP)

1) Site Plan

2) Narrative detailing best management practices (BMPs) as outlined by the State of Florida Erosion and Sediment

Control Designer and Reviewer Manual. Manual Link: [https://www.flrules.org/Gateway/reference.asp?No=Ref-](https://www.flrules.org/Gateway/reference.asp?No=Ref-04227)[04227](https://www.flrules.org/Gateway/reference.asp?No=Ref-04227)

Proposed finished elevation above existing grade

Equipment overflow line

Silt Fence

You may use a copy of your Boundary survey as a site plan however, you must block out the title block, seal, and any other information as you are not to "write or draw" on a sealed survey

DRAINAGE REQUIREMENTS TO BE SUBMITTED WITH APPLICATION Impervious Surface Calculation Sheet: if impervious surface is less than 500 square feet One (1) Engineered drainage plan if 500 square feet of impervious is created

**Please note, an increase of impervious surface by 500 square feet or more, an as-built inspection shall be performed by the developers engineer or designated representative. The Engineer shall submit a signed and sealed letter of substantial compliance to the Director along with a final inspection request.

 Waiver of submittal requirements form- If there is no change or replacement of material and elevations are the same a Waiver of survey requirements can be submitted to the director.

Rev 11/25/25



DETAILED SCOPE OF WORK WORKSHEET

(Information required with application. Use of this worksheet is optional.)

Provide a detailed description below of any and all work being proposed. Show work location (#1-13) on site plan.

- 1)
- 2)
- 3)
- 4)
- 5)
- 6)
- 7)
- 8)
- 9)
- 10)
- 11)
- 12)
- 13)



SITE PLAN WORKSHEET

Blank area for site plan drawing.



Qualifier Acknowledgement

This page is required for ALL Building Permit Applications

ACKNOWLEDGEMENT OF TOWN OF FORT MYERS BEACH REGULATIONS BY THE **QUALIFIER**

NOTICE OF ADDITIONAL RESTRICTIONS: In addition to the requirements of this permit, there may be additional restrictions applicable to this property that maybe found in the public records of this County, and there may be additional permits required from other governmental entities such as the Water Management District, State agencies, or Federal agencies. I acknowledge that any demolition or renovation of an existing structure must comply with Florida Statutes s. 469.003, Florida Building Code, and any other relevant regulations, including state and federal law. I understand that I am responsible for notifying the Department of Environmental Protection in advance of any intentions to remove asbestos, when applicable, in accordance with state and federal law.

WARNING OF WORK IN THE COUNTY RIGHT-OF-WAYS: This permit does not authorize construction or installation of any structure or utility, above or below ground, within any right of way or easement reserved for access, drainage or utility purposes. This restriction specifically prohibits fencing, sprinkler systems, landscaping other than sod, signs, water, sewer, cable and drainage work therein. If such improvements are necessary, a separate permit for that purpose must be obtained from the Building Department.

INSPECTIONS: This permit is void if the first inspection is not made within six (6) months from the date issued or if no inspection has been made for a period of six (6) months from the most recently passed inspection. The permit is void if the zoning classification is violated. Applicant agrees to comply with the sanitary regulations and understands that the proposed structure may not be used or occupied until an approved certificate of occupancy is issued. Applicant further understands that failure to obtain permit or misrepresentation of the improvements is a misdemeanor and upon conviction, applicant can be punished as provided by the law. Failure to comply with the mechanics lien law can result in the property owner paying twice for improvements

NOTICE OF CLEARING RESTRICTIONS: Issuance of a Demolition Permit for a structure does not authorize removal of vegetation beyond the footprint of the structure. A Demo Permit is not a clearing permit.

WORK IN THE SPECIAL FLOOD HAZARD AREA: Be advised that Substantial Damage/Substantial Improvement requirements will apply to structures located in the Special Flood Hazard Area with Finished Floor Elevations below the Base Flood Elevation.

CERTIFICATION: Application is hereby made to obtain a permit to do the work and installations as indicated. I, **THE QUALIFIER**, certify that I have not performed any work or installation prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. The permit or application fee may have additional fees imposed for failing to obtain permits prior to commencement of construction. The permit application or approved permit expires if work is not commenced within 180 days from the date of issuance. I, **THE QUALIFIER** understand that the structure cannot be used or occupied until a certificate of occupancy is issued. By signing this permit application, I, **THE QUALIFIER**, agree that I have been retained by the property owner to provide contracting services for the trade for which I am listed. Furthermore, it is my responsibility to notify the Building Plan Review and Inspection Division should I no longer be **THE QUALIFIER** responsible for providing said contracting services. I, **THE QUALIFIER**, agree that I understand the review and issuing of this permit does not exempt me from complying with all County Codes and Ordinances.

NOTICE OF COMMENCEMENT INFORMATION Per Florida Statutes 713.135 a Notice of Commencement (NOC) is required for construction of improvements totaling more than \$2,500, with certain exceptions. For A/C Repairs or Replacements a notice of commencement is required for improvements more than or equal to \$15,000. The applicant shall file with the issuing authority prior to the first inspection either a certified copy of the recorded NOC or a notarized statement that the NOC has been filed for recording, along with a copy thereof. In order to comply with the state requirement, permits will be placed in inspection hold until proof of the NOC is filed with the building permitting and inspection department. The issuing authority shall not perform or approve subsequent inspections until the applicant files by mail, facsimile, hand delivery, email or any other means such as certified copy with the issuing authority.

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 RECORDING YOUR NOTICE OF COMMENCEMENT.

Job Street Address: _____

I, _____ (Qualifier), hereby certify that all answers to the questions in this registration and any supplementary information attached to and made part of this registration is honest and true.

Typed or printed name of Qualifier

Signature of Qualifier

STATE OF _____ COUNTY OF _____

The foregoing instrument was certified and subscribed before me by means of _____ physical presence OR _____ online notarization, this _____ day of _____, 20_____, by _____, _____ who is personally known to me OR _____ who has produced _____ as identification.

(seal)

Notary Public Signature

Town of Fort Myers Beach
6231 Estero Blvd. Fort Myers Beach, FL 33931
Phone # (239) 765 -0202
Buildingpermits@fmbgov.com

Rev 11/25/25
Guidelines subject to
change without notice.



Owner Acknowledgement

This page is required for ALL Building Permit Applications

ACKNOWLEDGEMENT OF TOWN OF FORT MYERS BEACH REGULATIONS BY **OWNER OR AUTHORIZED AGENT OF OWNER**

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Job Street Address: _____

Signature of Property Owner

Typed or printed name of Property Owner

STATE OF _____ COUNTY OF _____

The foregoing instrument was certified and subscribed before me by means of _____ physical presence
OR _____ online notarization, this _____ day of _____, 20____, by _____,
_____ who is personally known to me OR _____ who has produced _____ as identification.

Notary Public Signature

(seal)

If An Owner Agent is Being Named, Please complete below

I, _____ (Property Owner), hereby certify that
_____ is my authorized AUTHORIZED AGENT/representative of the property
described herein. All answers to the questions in this registration and any supplementary information attached
to and made part of this registration is honest and true.



Pool or Spa Application

POOL ENCLOSURE AFFIDAVIT

This is to certify that I am applying for a Pool and Deck permit. The enclosure will be a separate permit. However, I understand in accordance with the Zoning Regulations of the Town of Fort Myers Beach Land Development Code, A PERMANENT ENCLOSURE MUST BE IN PLACE AND AN ENCLOSURE PERMIT POSTED PRIOR TO A FINAL INSPECTION AND CERTIFICATE OF COMPLIANCE BEING ISSUED FOR MY PERMIT.

Contractor/ Owner Name: _____

Project Address: _____

Reference/ Building Permit: _____

Residential POOLS, SPAS, OR WATER FEATURES IN COASTAL HIGH HAZARD AREAS (V ZONES)

Pools, spas, or water features located within the areas of special flood hazard are designated as coastal high- hazard areas or “V” Zones. These areas have special flood hazards associated with wave wash and scour; therefore, the following additional provisions apply:

FBC R 322.3.3.1 (2017) Pools in Coastal High Hazard areas shall be designed and constructed in conformance with ASCE 24.

The Design Professional must certify that the pool, spa, or water feature including **deck and foundation, either at-grade or elevated**, has been designed and site located to assure that:

- It will not be subject to breaking up or floating out of the ground
- It will not increase wave or debris impact forces during the storm surge water forces of a coastal flood
- It will not increase the damage potential or jeopardize the integrity to the foundation and elevated portion of any nearby.



Pool or Spa Application

RESIDENTIAL SWIMMING POOL SPA AND HOT TUB SAFETY ACT REQUIREMENT

PERMIT# _____

ADDRESS: _____

I, _____, License # _____

(Please print contractor's Name)

Hereby affirm that one of the following methods will be used to meet the requirements of Chapter 515, Florida Statutes.

The pool will be isolated from access to the home by an enclosure that meets the pool barrier requirements of Florida Statute, Section 515.29.

The pool will be equipped with an approved safety pool cover that complies with ASTM F1346-91 (Standard Performance Specifications for Safety Covers for Swimming Pools, Spas, and Hot Tubs).

All doors and windows providing direct access from the home to the pool will be equipped with an exit alarm that has a minimum sound pressure rating of 85 decibels at 10 feet; ALL ALARMS MUST BE PERMANENTLY ATTACHED (BY BEING SCREWED IN) TO ALL WINDOWS AND DOORS LEADING TO POOL AREA.

All doors providing direct access from the home to the pool will be equipped with a self-closing, self-latching device with a release mechanism placed no lower than 54" above the floor or deck.

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.

*****IN ADDITION *****

I understand that a barrier must be placed around the perimeter of the pool and must be separate from any fence, wall, or other enclosure surrounding the yard unless the fence, wall, or other enclosure or portion thereof is situated on the perimeter of the pool, is being used as part of the barrier, and meets the barrier requirements of this section. I also understand that not having one of the above installed at time of final inspection will constitute a violation of Chapter 515 F.S.

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

Contractor's Signature

Owner's Signature

Contractor's Name (Please Print)

Owner's Name (Please Print)



Pool or Spa Application

Regulations and information

1. Town of Fort Myers Beach is regulated by the Florida Building Code 8th Edition (2023). For more information about the code or to purchase the code, visit www.floridabuilding.org.
2. To be an owner builder you must maintain the home as your primary residence for a minimum of one year after CO. You must be present for the permitting process, the construction process, the inspection process, and at CO.
 - a. Properties in a corporation, trust, or LLC cannot submit owner builder permits.
3. A Florida certified design professional must sign and seal all plans for structural components.
4. If this site is located in a Coastal High Hazard Area, (V-Zone) the entire pool and pool shell must meet the required Design Flood Elevation. All Pools are considered accessory structures and may not be attached to the primary structure.
5. If the pool is seaward of the CCCL, a DEP permit must accompany your plans.
6. Plans for structural components must be designed, signed and sealed by a Florida State Certified Design Professional.
7. If removing protected trees or vegetation, it is required to submit a vegetation permit application.
8. Pool discharge may not be directed toward any natural waterbody or canal.
9. Spot Survey is required within 10 days after the approved slab inspection, As-built Survey before CO.
10. It is the contractor's responsibility to contact the Building Department when all final inspections are complete and obtain a Certificate of Occupancy or a Certificate of Completion.
11. **Sec. 32-109. - Pool areas.**
 - a) **Lighting of pool decks, pool facilities, swimming pools, and spas** shall be long wavelength, downward directed, full cutoff, fully shielded and mounted as close to the ground or finished floor surface as possible to achieve the required footcandles.
 - b) **Lighting of the pool water surfaces, and the pool wet deck** surfaces shall comply with the minimum light levels set forth in applicable federal and state laws designed to protect public safety.
 - c) **Above-water lighting of pool decks, pool facilities, swimming pools, and spas** shall otherwise adhere to the applicable requirements for acceptable light fixtures set forth herein.
 - d) **Underwater lighting of pools or spa** light shall:
 1. Be mounted horizontally in the wall,
 2. Not produce light that is directly, indirectly, or cumulatively visible from any portion of the beach, and
 3. Shall comply with **minimum light levels** set forth in applicable federal and state laws designed to protect public safety.

12. Stormwater Pollution Protection Plan (SWPPP) Information

Due to the nature of excavation and dewatering activities proposed, the Town recommends Pool Contractors submit a Stormwater Pollution Protection Plan (SWPPP) to mitigate erosion of sediment into the Town's stormwater system and surrounding surface waters. The SWPPP shall comply with all applicable Federal, State, and Town regulations.

IN-GROUND INSPECTIONS REQUIRED:

*****Notice of Commencement** –a recorded document to submitted to the Building Dept/ need on job site before first inspection.

142- SWP3- Silt Fence-Silt Fence shall be installed prior to construction

101-Foundation/ Stem Wall- Wall /Pile caps if applicable

108-Shell Steel- Structural, including main drain

109-Pool Deck- Structural

304- Shell Bonding- Electrical Bonding of Pool Steel

304- Deck Bonding - Electrical Bonding of Pool Deck

305- Pool Safety- Final electric and barrier code inspection shall be completed prior to filling the pool with water

751- As-Built Survey to be submitted to the Town of Fort Myers Beach (required per Ordinance 20-15 Sec. 34-639)

*****If your pool is elevated, you will need to submit a *Structure As-Built/ Height verification survey*-This is to verify the structural height of the building measuring from slab to the tallest horizontal member*****



NOTICE OF COMMENCEMENT

Permit No. _____
Tax Folio No. _____
State of _____
County of _____

The undersigned hereby gives notice that improvement will be made to certain real property, and in accordance with Chapter 713, Florida Statutes, the following information is provided in the Notice of Commencement.

1. **Description of property:** (legal description of property and street address if available).

2. **General description of improvement:**

3. **Owner information:**

Name _____
Address _____
Phone _____ Fax _____
Interest in property _____
Name and address of fee simple titleholder (if other than Owner) _____

4. **Contractor:**

Name _____
Address _____
Phone _____ Fax _____

5. **Surety:**

Name _____
Address _____
Amount of bond: \$ _____ Phone _____ Fax _____

6. **Lender:**

Name _____
Address _____
Phone _____ Fax _____

7. **Persons within the State of Florida designated by Owner** upon whom notices or other documents may be served as provided by Section 713.13(1)(a)7., Florida Statutes:

Name _____
Address _____
Phone _____ Fax _____

8. **In addition to himself or herself, Owner designates** the following person(s) to receive a copy of the Lienor's Notice as provided in Section 713.13(1)(b), Florida Statutes.

Name _____
Address _____
Phone _____ Fax _____

9. **Expiration date of notice of commencement** (the expiration date is 1 year from date of recording unless a different date is specified) _____

WARNING TO OWNER: ANY PAYMENTS MADE BY THE OWNER AFTER THE EXPIRATION OF THE NOTICE OF COMMENCEMENT ARE CONSIDERED IMPROPER PAYMENT UNDER CHAPTER 713, PART I, SECTION 713.13, FLORIDA STATUTES, AND CAN RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY, A NOTICE OF COMMENCEMENT MUST BY 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.

(Signature of Owner or Lessee, or Owner's or Lessee's Authorized Office/Director/Partner/Manager) (Signatory's Title/Office)

STATE OF _____ COUNTY OF _____

The foregoing instrument was certified and subscribed before me by means of ____ physical presence OR ____ online notarization, this ____ day of _____, 20____, by _____, ____ who is personally known to me OR ____ who has produced _____ as identification.

(SEAL)

Notary Public Signature