

Residential Pool/Spa Permit Submittal

Definitions:

Residential Swimming Pool (2021 ISPSC): a pool intended for use that is accessory to a residential setting and available only to the household and its guests.

Spa (2021 ISPSC): a product intended for the immersion of persons in temperature-controlled water circulated in a closed system, and not intended to be drained and filled with each use. A spa usually includes a filter, an electric, solar or gas heater, a pump or pumps, and a control, and can include other equipment, such as lights, blowers, and water-sanitizing equipment.

Please submit the following documentation thru our [online permitting portal](#) to apply for a residential pool/spa:

Required Submittal Documents:

ENERGOV SUBMITTAL TYPE: POOL

1. **OSSF permit from Collin County Development Services (CCDS):** required if property has septic.
2. **Site Plan (Survey).**
 - Location of the proposed pool/spa on the property
 - Dimensions from back of beam to the primary structure foundation and any adjacent property lines.
3. **Construction Plan.**
 - Approval stamp from the electrical service provider (not required on above-ground pools)
 - Equipment location
 - Pool/Spa Volume (in area and gallon capacity)
 - Depth dimensions (Pool Depth Profile)
 - Diving Envelope (if pool has a diving board or diving rock)
 - Drainage Pattern Documents (existing and proposed)

Specific Requirements:

1. **Pool/spas are considered stand-alone permit submittals. ONLY the pool/spa (as well as decking and anything assembled within the pool beam is being assessed during this review. Any additional accessories and/or structures shall be reviewed upon receipt of a separate permit submittal.**
2. Easements: Pools/Spas or equipment cannot be located within any easements or floodplain.
3. Pool Setbacks: Minimum 3' from all adjacent property lines.
If property is a Key Lot: shall comply with required building setbacks adjacent to side street.
No less than 3' from the main structure foundation (NO EXCEPTIONS).
4. 1:1 Ratio Minimum Requirement (1 foot distance for every 1 foot of pool depth) from point of excavation:
 - To main structure foundation (including patio if tied to foundation of home)
 - To any retaining wall on the property (4' or taller)

- Deviations to the 1:1 Ratio Requirement shall be allowed with engineer sealed plans, however, please refer to item #2 above.
- 5. Windows: All windows within 5' of water's edge must be tempered per R308.4.5 of the 2021 IRC.
- 6. Equipment: Shall be a minimum 3' from adjacent property lines and shall be screened from the street.
Shall not be located within the front yard of the lot, within any easements or drainage swales.
- 7. Diving Board/Rock: plans must show diving envelope per ANSI/APSP/ICC-5 2011.
- 8. P-trap and Backwash Line: required per Section 3.16 of the Code of Ordinances.
 - No p-trap or backwash line is required if pool uses a cartridge filter and/or if there is septic on the property.
 - A p-trap inspection shall be required for a SAND FILTER.
- 9. Backflow Prevention: Town requires backflow prevention on all pool fill lines (air gap, PVB (Pressure Vacuum Breaker), or RPBA (Reduced Pressure Backflow Assembly – commonly referred to as an RPZ.))

Reference Documents (as applicable):

- 2021 International Swimming Pool/Spa Code
- 2021 International Residential Code
- [Article 3.16 Town of Prosper Code of Ordinances](#)
- [Certification of Residential Pool Protection Device Installation](#)
- ANSI/APSP/ICC-5 2011: Diving Envelope (shown on next page)

Figure 3 Minimum diving water envelope

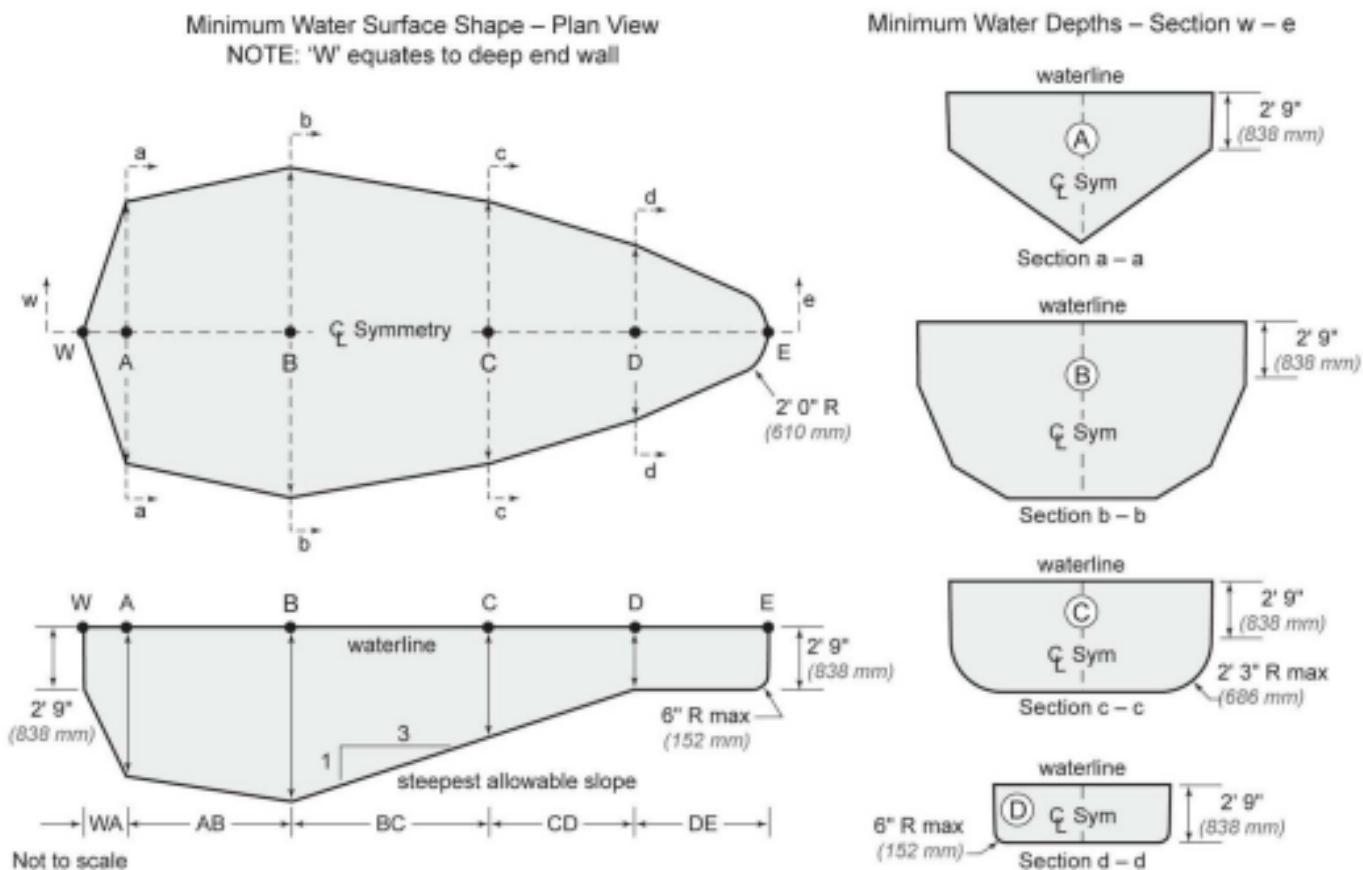


Table 1. Minimum diving water envelope for swimming pools designated types I-V

Pool Types	Minimum Depths at Point				Minimum Widths at Point				Minimum Lengths between Points					
	A	B	C	D	A	B	C	D	WA	AB	BC	CD	DE	WE
0	Manufactured diving equipment is prohibited													
1	6' 0" (1.82 m)	7' 6" (2.29 m)	5' 0" (1.52 m)	2' 9" (838 mm)	10' 0" (3.05 m)	12' 0" (3.05 m)	10' 0" (3.05 m)	8' 0" (2.44 m)	1' 6" (457 mm)	7' 0" (2.13 m)	7' 6" (2.29 m)	Varies	6' 0" (1.82 m)	28' 9" (8.76 m)
2	6' 0" (1.82 m)	7' 6" (2.29 m)	5' 0" (1.52 m)	2' 9" (838 mm)	12' 0" (3.66 m)	15' 0" (4.57 m)	12' 0" (3.66 m)	8' 0" (2.44 m)	1' 6" (457 mm)	7' 0" (2.13 m)	7' 6" (2.29 m)	Varies	6' 0" (1.82 m)	28' 9" (8.76 m)
3	6' 10" (2.08 m)	8' 0" (2.44 m)	5' 0" (1.52 m)	2' 9" (838 mm)	12' 0" (3.66 m)	15' 0" (4.57 m)	12' 0" (3.66 m)	8' 0" (2.44 m)	2' 0" (610 mm)	7' 6" (2.29 m)	9' 0" (2.74 m)	Varies	6' 0" (1.82 m)	31' 3" (9.53 m)
4	7' 8" (2.34 m)	8' 6" (2.59 m)	5' 0" (1.52 m)	2' 9" (838 mm)	15' 0" (4.57 m)	18' 0" (5.49 m)	15' 0" (4.57 m)	9' 0" (2.74 m)	2' 6" (762 mm)	8' 0" (2.44 m)	10' 6" (3.20 m)	Varies	6' 0" (1.82 m)	33' 9" (10.3 m)
5	8' 6" (2.59 m)	9' 0" (2.74 m)	5' 0" (1.52 m)	2' 9" (838 mm)	15' 0" (4.57 m)	18' 0" (5.49 m)	15' 0" (4.57 m)	9' 0" (2.74 m)	3' 0" (914 mm)	9' 0" (2.74 m)	12' 0" (3.66 m)	Varies	6' 0" (1.82 m)	36' 9" (11.2 m)

NOTES

1. Minimum length between points CD may vary based upon water depth at point D and the slope between points C and D.
2. Drawings are not to scale.
3. Negative construction tolerances (see para. 5.1.1) shall not be applied to any of the dimensions shown in the Minimum Water Envelopes given in Table 1.
4. Pool types designate minimum water envelope sizes as specified by the diving board manufacturers.

This document is for informational purposes only and serves to provide guidance for information required to be submitted for the type of permit referenced in the title. This document is not an all-inclusive list of requirements and shall not be relied on in place of official regulations and/or policies.