



Pool Permit Checklist

- Application
- Property Record Card
- Notice of Commencement if job value is over \$2,500
- Owner/Builder Affidavit (if applicable)
- HOA Approval
- Site Plan
- Impervious Surface Calculations
- Pool Safety Act
- Construction Plans



CITY OF GROVELAND

BUILDING PERMIT APPLICATION

Date Received: _____

Permit # _____

PROPERTY INFORMATION

Address # _____ Street _____ City _____ Zip _____

Subdivision _____ Phase _____ Lot _____

Alternate Key # _____ Sewer Septic

PROJECT INFORMATION: Single Family Residence Multi-family Commercial Industrial

PURPOSE: Demolition New Addition Alteration Other

Job Value \$ _____ Project cost of \$2,500 or more requires recorded Notice of Commencement

Scope of Work _____

OWNER'S INFORMATION

Name(s) _____

Mailing Address _____

Phone # _____ Email _____

Fee Simple Titleholder Name (if different than owner) _____

Mailing Address _____

Phone # _____ Email _____

CONTRACTOR INFORMATION

Company Name _____ License # _____

Qualified Name: Last _____ First: _____

Mailing Address _____

Phone # _____ Email _____

Bonding Company _____

Address _____

Architect _____ Engineer _____

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.

SUBCONTRACTOR'S

Electric _____ Qualifier _____ License # _____

Plumbing _____ Qualifier _____ License # _____

Mechanical _____ Qualifier _____ License # _____

Gas _____ Qualifier _____ License # _____

Roofer _____ Qualifier _____ License # _____

Irrigation _____ Qualifier _____ License # _____

Fire _____ Qualifier _____ License # _____

I DO HEREBY SWEAR THAT THE INFORMATION CONTAINED HEREIN AND THE ATTACHMENTS HERTO ARE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND THAT NO WORK OR INSTALLATION HAS COMMENCED PRIOR TO THE ISSUANCE OF A PERMIT.

CONTRACTOR OR OWNER/BUILDER SIGNATURE

STATE OF FLORIDA

COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of this _____ day of _____, 20____
by _____.

(Seal)

Notary Signature

Personally Known:

Or Produced Identification:

Type of Identification Produced: _____

1. All new construction SFR or commercial building permits must be in digital format.
2. Submit digital permit applications via the etrakit portal <https://gvld-trk.aspgov.com/etrakit/> or by email to PERMITTING@GROVELAND-FL.GOV
3. Incomplete permit applications will not be processed until complete
4. Schedule inspections via the etrakit portal <https://gvld-trk.aspgov.com/etrakit/>

City of Groveland Building Division
6825 SR 50, Groveland, FL 34736
Phone (352)429-2141 Opt 2
Email: permitting@groveland-fl.gov

Revised 5-23



Residential Swimming Pool Safety Affirmation

I, _____ (Contractor Name) hereby affirm that the pool, located at _____ will be isolated from access from within the dwelling AND from adjacent properties by a barrier that meets the pool barrier requirement of Florida Statute 515 and the Florida Building Code 7th Edition Residential (2020) R4501.17.

Check the applicable barrier requirements from the following options and show on the site plan. Complete the Manufacturer Name and Model when applicable.

- The pool will be equipped with an approved safety pool cover that complies with ASTM F1346 (Standard Performance Specifications for Safety Covers for Swimming Pools, Spas and Hot Tubs) per FBC R4501.17, Exception.
Manufacturer Name _____ Model _____
- The pool will be isolated from access by a mesh safety barrier that meets the requirements of FBC R4501.17.1.15.
Manufacturer Name _____ Model _____
- The Pool will be isolated from access by a screen enclosure that meets the requirements of FBC R4501.17.1.11.

The pool will be isolated from access by a fence and pedestrian gates that meet the requirements of FBC R4501.17.1.1 through R4501.17.1.14.

Does any part of the barrier consist of dwelling walls which contain doors and/or windows?

Yes No *If you checked "Yes" to the question, check which of the following three options below are applicable:

- All doors and windows providing direct access from the dwelling to the pool will be equipped with an exit alarm that meets the requirements of FBC R4501.17.1.9 (1) unless exceptions a, b or c apply.
Manufacturer Name _____ Model _____
- All doors providing direct access from the dwelling to the pool will be equipped with self-closing, self-latching devices installed 54" above the threshold that meet the requirements of FBC R4501.17.1.9 (2).
- A swimming pool alarm that meets and is independently certified to ASTM Standard F2208 will be provided per FBC R4501.17.1.9 (3).
Manufacturer Name _____ Model _____

I understand that the above indicated shall be installed before the time of the Pool Barrier/Safety Device inspection per FBC R4501.19.

Contractor Name _____ Owner Name _____

Contractor Signature _____ Owner Signature _____

Date _____ Date _____

This completed form must be on the job site at all times.



IMPERVIOUS SURFACE CALCULATIONS

Date: _____ Applicant: _____
 Property Address: _____
 Zoning District: _____

Maximum Impervious Coverage allowed per Subdivision/Zoning: _____

Lot coverage means the part of a lot occupied by buildings, including sheds, driveways, walkways, pools, patios, pavers, decks and any impervious surfaces impenetrable by water. It does NOT include anything in the R.O.W. (Right of Way). For Maximum Impervious Percentage, Contact Planning Division at planning@groveland-fl.gov

1.0 Lot Square Footage and Calculation of allowable impervious area.

- 1a. Lot square footage is calculated by: Average Lot Width _____ ft. x Average Lot Depth _____ ft. = _____ - lot sq. ft.
 1b. To calculate allowable Impervious Area, take Zoning District's allowable % expressed as a decimal (see below).
 _____ **0.000** x _____ - (lot sq. ft.) = _____ **0** sq. ft. allowable Impervious area.

For example, take a lot that is 60 ft wide and 100 ft. deep and the allowable impervious area is 60%. The calculations are: 60 X 100 = 6,000 sq. ft. X 0.60 = 3,600 sq. ft. of impervious area allowed.

2.0 Impervious Surfaces

2a. Existing Impervious (includes roof overhangs)

House	_____	sq. ft.
Detached Garage(s)	_____	sq. ft.
Porch(s)	_____	sq. ft.
Shed(s)	_____	sq. ft.
Deck	_____	sq. ft.
Patio (conc. or pavers)	_____	sq. ft.
Total 2a. =	_____	0 sq. ft.

2b. Other Existing Impervious surfaces not in R.O.W.

Driveway	_____	sq. ft.
Walkways	_____	sq. ft.
Paver areas	_____	sq. ft.
Pools (surface area)	_____	sq. ft.
Pool decks	_____	sq. ft.
(Other) _____	_____	sq. ft.
Total 2b. =	_____	0 sq. ft.

2c. Proposed added square footage of impervious area:

Shed(s)	_____	sq. ft.
Deck	_____	sq. ft.
Patio (conc. or pavers)	_____	sq. ft.
Pools (surface area)	_____	sq. ft.
Pool decks	_____	sq. ft.
(Other) _____	_____	sq. ft.
2c. Total Proposed added impervious area =	_____	0 sq. ft.

To compute the new Impervious Area coverage as a percent of lot square footage:

Add **2a + 2b + 2c** = _____ **0** sq. ft. / (divided by) **1a** (lot sq. ft.) = _____ **#DIV/0!** the impervious area as a decimal amount.
 Move the decimal point two places to the right to be a percent = _____ **#DIV/0!**

For instance 0.60 would be 60 percent. Compare the percent you calculated to the allowed percentage in part one and if it is equal to or less it is allowed.

**OWNER BUILDER DISCLOSURE STATEMENT PER FL STATUTE
489.103**

1. I understand that state law requires construction to be done by a licensed contractor and have applied for an owner-builder permit under an exemption from the law. The exemption specifies that I, as owner of the property listed, may act as my own contractor with certain restrictions even though I do not have a license.
2. I understand that building permits are not required to be signed by a property owner unless he or she is responsible for the construction and is not hiring a licensed contractor to assume responsibility.
3. I understand that, as an owner-builder, I am the responsible party of record on a permit. I understand that I may protect myself from potential financial risk by hiring a licensed contractor and having the permit filed in his or her name instead of my own. I also understand that a contractor is required by law to be licensed in Florida and to list his or her license numbers on permits and contracts.
4. I understand that I may build or improve a one-family or two-family residence or a farm outbuilding. I may also build or improve a commercial building if the costs do not exceed \$75,000 and is owned by an individual not a corporation or LLC. The building or residence must be for my own use or occupancy. It may not be built or substantially improved for sale or lease. If a building or residence that I have built or substantially improved myself is sold or leased within 1 year after the construction is complete, the law will presume that I built or substantially improved it for sale or lease, which violates the exemption.
5. I understand that, as owner-builder, I must provide direct, onsite supervision of the construction.
6. I understand that I may not hire an unlicensed person to act as my contractor or to supervise persons working on my building or residence. It is my responsibility to ensure that the persons whom I employ have the licenses required by law and by county or municipal ordinance.
7. I understand that it is a frequent practice of unlicensed persons to have a property owner obtain an owner-builder permit that erroneously implies that the property owner is providing his or her own labor and materials. I, as an owner-builder, may be held liable and subjected to serious financial risk for any injuries sustained by an unlicensed person or his or her employees while working on my property. My homeowner's insurance may not provide coverage for those injuries to workers on my property.
8. I understand that I may not delegate the responsibility for supervising work to a licensed contractor who is not licensed to perform the work being done. Any person working on my building who is not licensed must work under my direct supervision and must be employed by me, which means that I must comply with laws requiring the withholding of federal income tax and social security contributions under the Federal Insurance Contributions Act (FICA) and must provide workers' compensation for the employee. I understand that my failure to follow these laws may subject me to serious financial risk.
9. I agree that, as the party legally and financially responsible for this proposed construction activity, I will abide by all applicable laws and requirements that govern owner-builders as well as employers. I also understand that the construction must comply with all applicable laws, ordinances, building codes and zoning regulations.
10. I understand that I may obtain more information regarding my obligations as an employer from the Internal Revenue Service, the United States Small Business Administration, the Florida Department of Financial Services, and the Florida Department of Revenue. I also understand that I may contact the Florida Construction Industry Licensing Board at **850-487-1395** or www.myfloridalicense.com/construction-industry/ for more information about licensed contractors.

11. I am aware of, and consent to, an owner-builder building permit applied for in my name and understand that I am the party legally and financially responsible for the proposed construction activity at the following **address:**
_____.
12. I agree to notify **City of Groveland Building Department** immediately of any additions, deletions, or changes to any of the information that I have provided on this disclosure.

Licensed contractors are regulated by laws designed to protect the public. If you contract with a person who does not have a license, the Construction Industry Licensing Board and the Department of Business and Professional Regulation may be unable to assist you with any financial loss that you sustain as a result of a complaint. Your only remedy against an unlicensed contractor may be in civil court. It is also important for you to understand that, if an unlicensed contractor or employee of an individual or firm is injured while working on your property, you may be held liable for damages. If you obtain an owner-builder permit and wish to hire a licensed contractor, you will be responsible for verifying whether the contractor is properly licensed and the status of the contractor's workers' compensation coverage.

Before a building permit can be issued, this disclosure statement must be completed and signed by the property owner and returned to the local permitting agency responsible for issuing the permit. A copy of the property owner's driver license, notarized signature of the property owner, or other type of verification acceptable to the local permitting agency is required when the permit is issued.

Signature: _____ Date: _____

STATE OF _____

COUNTY OF _____

Sworn to and subscribed and acknowledged before me this _____ day of _____ 20_____

by _____, who is personally known to me or who has produced _____ as identification and who did ___ or did not ___ take an oath.

_____(Signature of NOTARY PUBLIC)