



CITY OF BALDWIN CITY – CODES DEPARTMENT

Planning & Development/1015 Orange Street/POB 86
Baldwin City, KS 66006 (785) 594-6907/ (785) 594-6522

Submit Permits, Questions On-Line: codesdepartment@baldwincity.gov

BUILDING PERMIT APPLICATION - SWIMMING POOL/SPA

(Fill out all applicable information)

Square footage of Structure: _____ Lot Area: _____ SQ FT: _____

Zoned: ☐ Residential ☐ Commercial

Property Address: _____ Zip: _____

Business Name: _____

Estimate Construction Costs: \$ _____ Construction Documents provided (2 sets): ☐ YES ☐ NO

Property Owner: _____ Contact Person: _____

Address: _____ City: _____ ST: _____ Zip: _____

Phone #: _____ Email: _____

Business Owner: _____ Contact Person: _____

Address: _____ City: _____ ST: _____ Zip: _____

Phone #: _____ Email: _____

Architectural Firm Name: _____ Contact Person: _____

Address: _____ City: _____ ST: _____ Zip: _____

Phone #: _____ Email: _____

GENERAL CONTRACTOR: _____ Contact Person: _____

Address: _____ City: _____ ST: _____ Zip: _____

Phone #: _____ Email: _____ License Number: _____

License Expiration Date: _____ License Jurisdiction: _____

(over)

SUBCONTRACTORS: (To Be Designated by General Contractor, Need prior to issuance of permit)

Electrician:

Name: _____ Contact Person: _____

Address: _____ City: _____ ST: _____ Zip: _____

Phone #: _____ Email: _____

License # _____ License Expiration Date: _____ License Jurisdiction: _____

Plumber:

Name: _____ Contact Person: _____

Address: _____ City: _____ ST: _____ Zip: _____

Phone #: _____ Email: _____

License # _____ License Expiration Date: _____ License Jurisdiction: _____

Mechanical:

Name: _____ Contact Person: _____

Address: _____ City: _____ ST: _____ Zip: _____

Phone #: _____ Email: _____

License # _____ License Expiration Date: _____ License Jurisdiction: _____

**All Construction shall conform to the 2003 International Codes/2002 National Electrical Code
PRIOR to digging contractor is responsible for calling Kansas One Call for utility locates by dialing 811**

**All design and construction must be accordance with the 2018 International Residential Codes (IRC) & 2018
International Swimming Pool and Spa Code (ISPC).**

The following are required to be turned into the Baldwin City Public Works Office

Site Plan Shall Include the Following- (An aerial view is accepted):

- North Direction Arrow
- Property Owner's Name and Address of Property
- Location of Proposed Pool on the Lot Showing All Dimensions
- Front Setback from the Center of the Road
- Side and Rear Setbacks from Property Lines
- Identify Floodplain if Applicable
- Fence/Barrier Location

2 Copies of Construction Drawings Shall Include the Following:

- Pool cross section and elevations, including slope of pool floor and depths
- Illustrated pool equipment layout
- Electrical plan diagram including panels, disconnects, outlets, switches, bonding, connection points, and wire size
- Plumbing plans shall include suction and return piping, along with the location of the skimmers and main drain
- Provide equipment specification information
- Provide pool volume in gallons, turn-over time, and flow rate
- Detailed information depicting the pool barrier method
- Barrier walls of the residence or other structure shall identify windows/doors/stairs accessing the pool enclosure
- Detailed fence type including material, height, opening/space sizes, and self-latching device design and location
- Above ground pool wall height dimension, pool access safety feature(s)

(over)

REQUIRED INSPECTIONS FOR SWIMMING POOLS/SPAS

Inspection of all construction EXCEPT AGRICULTURAL BUILDINGS will be required. Inspections shall be performed to ensure compliance of the 2018 International Code (IBC), the 2018 International Building Residential Code (IRC), the 2018 International Energy Conservation Code (IECC), the 2018 International Existing Building Code (IEBC), the 2018 International Fire Code (IFC), the 2018 International Fuel Gas Code (IFGC), the 2018 International Mechanical Code (IMC), the 2018 International Plumbing Code (IPC), the 2018 International Property Maintenance Code (IPMC), and the 2017 National Electrical Code (NEC).

REQUIRED INSPECTIONS FOR POOLS AND HOT TUBS

Any rough-in electrical work must be inspected. This includes wiring to all panels, motors, filters, lights and receptacles. Bonding of any reinforcing steel and pool equipment (ladders, handrails, slides, etc.) before covering with any materials. Bonding and potting of pool light fixtures. Exterior of light shells must be bonded to bonding grid. #8 insulated copper conductor to be run with electrical supply to wet niche light. #8 insulated copper conductor bonds to and is potted to interior of wet niche light shell. Light fixtures and plotting compounds must be inspected before filling pool. Gas Line inspection (if heating pool or hot tub has a gas heater).

A LICENSED MASTER ELECTRICIAN IS REQUIRED TO PERFORM ALL OF THE ELCTRICAL INSTALLATION.

IT SHALL BE THE HOMEOWNER'S &/OR POOL CONTRACTOR'S RESPONSIBILITY TO SEE THAT THESE REQUIREMENTS ARE MET AND A FINAL INSPECTION BY THE COUNTY BEFORE THE POOL IS PLACED IN OPERATION.

REINSPECTION FEES ASSESSED UNDER PROVISION OF SECTION 108.8 - minimum \$47.00 per trip

Owner or agent is responsible for the coordination of all inspections noted above.

Please sign that you are aware of all inspection, and that you take full responsibility for notification.

Owner or Agent: _____ Date: _____

Application Completed By:

Print Name: _____ Signature: _____

Date Signed: _____

*****OFFICE USE ONLY*****

Application Received By: _____ Date Received: _____

Permit # _____ - _____

Permit Received by: _____

Fees:

Building Permit Fee \$ _____
Electrical Inspection \$ _____
Sewer Tap Insp \$ _____
Park Improvement \$ _____

Water System Connection Fee \$ _____
Sewer System Connection Fee \$ _____
Electrical Connection Fee \$ _____
Total Permit Fees \$ _____