



Swimming Pool Application Guidelines

Permit, Licence & Inspection Services

Information Sheet

20338 65 Ave., Langley BC V2Y 3J1

Phone 604.533.6018

The following items are required to submit a **Swimming Pool Permit Application**:

1. A completed Building Permit Application Form. The project description must clearly indicate if the pool is an in-ground or above-ground pool.
2. On the Building Permit Application Form, under Section 2(B) of Project Details, please indicate how the discharge for the pool water is being addressed (backwash, cartridge, rockpit).
3. 3 copies of a site plan, showing the entire property, labelling all buildings on the property (including the size), indicating the setbacks to the buildings and the proposed swimming pool. In addition, the site plan must show all restrictive covenants, right of ways, easements, trees to be retained / removed, the location of the well(s) and septic tank / field (if applicable).
4. 3 sets of pool design drawings, including perimeter fencing and gate access.
5. For properties serviced by a septic, a registered On Site Waste Water Practitioner will be required to stamp the site plans and provide a Building Permit Referral Form.
6. Registered Professional Design:
 - Pools with concrete and rebar require Letters of Assurance from engineer and sealed drawings.
 - Pools with concrete and vinyl require Letters of Assurance from engineer and sealed drawings.
 - All pools in High Point require structural and geotechnical engineering. Engineer must state on the drawings that design is based on geotechnical report provided by Levelton Engineering Ltd. A preliminary drawing showing the proposed fencing configuration / orientation is also required.
 - Pools on The Bluff (87th and Armstrong) require engineered structural drawings. Engineer to state on drawings that design is based on the geotechnical report provided by HBT Agra Ltd.
 - Vinyl pools with steel or aluminum do not require Letters of Assurance unless the property they are located on has potential for slope stability concerns.
7. If an agent/contractor is obtaining the pool permit, an agency letter is required.
8. A completed Soil Declaration Form.

Please Note:

- ***If a gazebo, pool building or deck is being constructed, indicate the proposed, building(s) on the site plan indicating the size (all buildings over 10 m² require a building permit).***
- ***Pool contractor requires a valid business licence prior to the issuance of the permit.***