

City of Hunters Creek Village
HUNTERS CREEK VILLAGE, TEXAS 77024
(713) 465-2150 phone
(713) 465-8357 fax



PERMIT CHECKLIST – POOL / SPA / HOT TUB

Date: _____ Job Site Address: _____
Value of the Work: \$ _____

Documents Submitted:

- Two sets of Plans
- Survey of Property
CH. CH. 44, SUB-SECT. 44-28 HUNTERS CREEK VILLAGE CODE
- Tree Certification
CH. 18, SECT. 18-20 (c) (1) HUNTERS CREEK VILLAGE CODE
- Tree Disposition Plan (TDP)
CH. 18, SECT. 18-20 (c) (1) HUNTERS CREEK VILLAGE CODE
- Drainage Plan to comply with
CH. 44, SECT. 44-129 HUNTERS CREEK VILLAGE CODE
- Letter of approval from HOA's ARC or Letter from builder stating there is no HOA or ARC.
- Water/Sewer Availability Letter
- Electrical Load Analysis and Service Recommendation

Site Information (Mins):

Horizontal distance from overhead power line to water's closest edge ($\geq 10'$): _____ ft.
Height of power line(s) within 25 feet of water's edge: _____ ft.
 ≥ 5 ft. from any building _____
 ≥ 15 ft. from side property line _____
 ≥ 10 ft. from back property line _____
NOTE: IF BACKSIDE NEIGHBOR IS A SIDE PROPERTY LINE THEN THIS VALUE MUST BE GREATER THAN OR EQUAL TO 15 FT.
Finished Floor (FF) Elevation of House: _____ ft.
Finished Floor (FF) Elevation of Accessory Structure associated with the Pool: _____ ft.
Elevation of Pool Deck: _____ ft.
NOTE: POOL DECK ELEVATION SHOULD BE ONE INCH OR MORE BELOW THE FF ELEVATION OF THE HOUSE AND ANY ACCESSORY STRUCTURE ASSOCIATED WITH THE POOL.

Pool/Spa/Hot Tub Info:

Pool Color a light color _____
All electrical circuits GFI _____
Any diving boards, slides or viewing stands _____

Accessory Structures:

No more than 1 story high: _____
Distance from main bldg, property line or other accessory structures ($\geq 5'$): _____ ft.
Doors from Bldg to Pool Alarmed: _____

Electrical Service:

Load Analysis total: _____ amps
Service currently in place: _____ amps
Recommended service: _____ amps

Drainage System:

NOTE: IF DRAINAGE SYSTEM IS INCLUDED, ADD DRAINAGE SYSTEM CHECKLIST.

Fencing and Gates:

NOTE: IF FENCING OR GATES ARE INCLUDED, ADD FENCE or GATE CHECKLIST.

****OFFICE USE ONLY****

Approved **Denied**

Comments: _____

Signed By: _____ Title: _____

Permit Fee: \$ _____

City of Hunters Creek Village

#1 HUNTERS CREEK PLACE
HUNTERS CREEK VILLAGE, TEXAS 77024
(713) 465-2150 phone
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Permit Application

Date: _____ Job Site Address: _____

Permit Type

- New Residence Plumbing Pool Driveway Deck
- Comm. Build HVAC Fence Demo Irrigation
- Remodel Signs Roof Drainage
- Electrical Channel Bank Stabilizer

Value of Work for Contractor: \$ _____ Total Square Footage _____

Description of Work _____

| | |
|---|--------------------|
| <i>Property Owner Information</i> | |
| Name _____ | Phone Number _____ |
| E-Mail _____ | Fax Number _____ |
| <i>Architect / Designer Information</i> | |
| Name _____ | Phone Number _____ |
| E-Mail _____ | Fax Number _____ |
| <i>Contractor / Subcontractor Information</i> | |
| Company Name _____ | Phone Number _____ |
| Employee Name _____ | Fax Number _____ |
| Signature _____ | E-Mail _____ |
| Address, City, Zip _____ | |

ONLY COMPANY CHECKS AND CASH ARE ACCEPTED. CONTRACTOR MUST BE REGISTERED WITH THE CITY OF HUNTERS CREEK WITH CERTIFICATE OF INSURANCE AND LICENSE ON FILE.

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| REQUIRED INSPECTIONS FOR SWIMMING POOLS | | | | |
|--|---|--|--|--|
| *** SWIMMING POOL *** (5 Pool, 2 Electrical, 2 Plumbing inspections) | | | | |
| 1 | Stake out | | | |
| ***An approved set of plans and the Job Copy of the permit must be on the job site at all times for inspections. If either are not on site a rejection will be issued and an inspection will be charged but no inspection will be made. | | | | |
| 2 | Pool Steel inspection – all steel must be installed, tied and bonded | | | |
| 3 | Electrical rough | | | |
| 4 | Plumbing rough | | | |
| 5 | Electrical final | | | |
| 6 | Plumbing final | | | |
| 7 | Pool final | | | |
| *** POOL DECK *** | | | | |
| *** If trees are within 20 feet of project area Urban Forester must inspect to make certain no roots 1 inch or larger have been cut. You must call him for inspection after the deck area is formed. | | | | |
| 1 | Form, Steel and BONDING | | | |
| 2 | Pool Deck Final | | | |
| *** FENCE (WOODEN/WROUGHT IRON) *** | | | | |
| 1 | Post holes | | | |
| 2 | Fence Final | | | |
| *** WALL FENCES *** | | | | |
| 1 | Holes | | | |
| 2 | Wall Final | | | |
| *** If trees are within 20 feet of project area Urban Forester must inspect to make certain no roots 1 inch or larger have been cut. You must call him for inspection after the sidewalk/drive area(s) is/are formed. | | | | |
| *** DRIVEWAY AND/OR SIDEWALKS | | | | |
| 1 | Location | | | |
| 2 | Steel | | | |
| 3 | Final | | | |
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| HCVSPoolPoolDeckWoodFenceGatesDriveApproach030608 | | | | |