



## **REQUIREMENTS FOR OBTAINING A SWIMMING POOL PERMIT FOR PROPERTY UTILIZING AN ON-SITE SEWAGE MANAGEMENT SYSTEM (OSSMS)**

1. Property owner or authorized agent must complete the permit application and applicable fees must be paid in advance of services.
  
2. Submit an accurate plan drawn to a scale of 1 inch to 20 feet except for larger lots in which as small as 1:50 scale may be used. The minimum information required is as follows:
  - Property lines and dimensions
  - Footprint (shape) and location on house
  - Location of decks, patios, porches, etc.
  - Location of driveway, turnaround, and parking
  - Location of existing OSSMS, relocated OSSMS, if necessary, and location of future secondary replacement absorption field
  - Location of soils boundaries and soils suitability information when the OSSMS requires relocation or future replacement area is limited
  - Location of wells, streams or other bodies of water
  - Location of proposed swimming pool, including deck and bathhouse, if applicable
  - Location of swimming pool backwash line
  
3. If the OSSMS needs to be relocated, you must obtain an OSSMS modification permit. (See Requirements for Repair/Modification Permits)
  
4. If a new OSSMS is necessary, you must obtain a new OSSMS permit. (See Requirements)
  
5. In the case of item 3. or 4., if sewer is available, permits will not be issued and connection to the sewer will be required.
  
6. Accurately locate the pool boundaries on the lot.
  
7. Please allow 10 working days for review of the plans and site.