



Building Permit Submittal Requirements Swimming Pools – Spas - Hot Tubs

- ❖ A completed building permit application typed or neatly printed is required for a pool that is capable of holding 24-inches of water or more.
- ❖ A drawing of the lot submitted on a sheet of paper no smaller than 8 1/2 x 11 showing the dimensions of the property.
- ❖ Dimensions of the house in relation to where it is placed on the lot.
- ❖ Dimensions of the pool/spa/hot tub and where it will be placed on the lot.
- ❖ Permit fees are based on cost therefore; the city requires a copy of the invoice for the swimming pool/spa/hot tub.
- ❖ A brochure copy or picture of the pool/spa/hot tub to be installed is required.
- ❖ Pool/spa/hot tub or attachments there to (i.e. decks, patios, etc.), cannot be closer than eight feet to any property line.
- ❖ Pool/spa/hot tub cannot be closer than 10 feet, horizontally, to any above ground power lines or five feet to buried power lines.
- ❖ A four-foot fence is required either around the pool/spa/hot tub or around the rear yard. Hot tubs can meet this requirement with lockable covers.
- ❖ The fence must have a gate with a self-closing latching device on the back side of the gate to make it inaccessible to small children.
- ❖ The installing contractor must have a current Belton occupation license.
- ❖ Check with Community Development Department for fencing requirements.



The plan review process may take a few days. The plans examiner will notify you when the building permit is ready for pick up or if there are issues delaying permit approval.

Any questions regarding swimming pool, spa or hot tub permit applications, please contact the Inspection Department at 816 331-4331.