



PLANNING & DEVELOPMENT SERVICES DEPARTMENT
10 North Bemiston Avenue, Clayton, Missouri 63105
(314) 290-8463

SWIMMING POOL/SPA PERMIT RESIDENTIAL/COMMERCIAL

Permit# SP _____
 Payment

- A \$35.00 application fee must accompany this application.
- New Pool/Spa** - provide two (2) sets of construction documents prepared and sealed by a registered design professional, a separate sheet detailing a clear scope of work, a scaled site plan showing the proposed location of the pool/spa, decking, equipment and barrier detail along with the existing and proposed impervious coverage. All exterior modifications require Administrative Architectural Review Approval. Please provide a photograph of the existing area, photographs from the public right of way, a rendering of the proposed modification, and a complete detail or photo of materials to be used.
- Pool Heaters and equipment** require a separate Mechanical Permit
- Demo/Infill** provide two (2) sets of a scaled site plan and a separate sheet detailing the demolition including method (**partial removal** - drilling holes in the bottom, demolishing the top, and filling the pool with the rubble and additional dirt soil, or, **complete removal** - all materials (concrete/gunite, fiberglass, liner, re-bar, etc.) are removed and hauled away) and a fill detail along with a site restoration plan. New landscape/hardscape may require Administrative Architectural Review Approval.
- Pool House** demolition and new construction are not covered under this permit application. See Application for Building Permit
- Code Questions/Clarifications** – codequestionsbd@claytonmo.gov

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED FOR PLAN REVIEW

Applicant Name _____
Business Phone (____) _____ **Mobile Phone** (____) _____
Address _____
City _____ **State** _____ **Zip Code** _____ **e-mail** _____
 Owner Contractor Design Professional Other _____

Property Owner Name _____ **Phone** (____) _____
Address _____
City _____ **State** _____ **Zip Code** _____ **e-mail** _____

Commercial Occupant _____

Architect Name _____ **Firm** _____
Address _____ **Phone** (____) _____
City _____ **State** _____ **Zip Code** _____ **e-mail** _____

Engineer Name _____ **Firm** _____
Address _____ **Phone** (____) _____
City _____ **State** _____ **Zip Code** _____ **e-mail** _____

Contractor Name _____
Contractor Address _____
City _____ **State** _____ **Zip Code** _____ **Phone** (____) _____
Contact Name _____
Contact E-Mail Address _____

**APPLICATION FOR SWIMMING POOL/SPA PERMIT
RESIDENTIAL/COMMERCIAL
Continued**

Project Address: _____ Suite/Unit _____ (REQUIRED)

Application is made for: New Alteration Demolition

This property is: Multi-Family (Apartment/Condominium) Townhouse Duplex Single Family House Commercial

Is the property located in the flood plain: Yes No

Has this project received Plan Commission/Architectural Review Board Approval: Yes Date: _____ No N/A

_____ (Initial) I certify that the submitted plans accurately reflect the plans that were approved by the Plan Commission/Architectural Review Board and all changes have been clouded and note referenced.

Failure to disclose any changes will delay permit approval and may result in revocation of building permits.

Subdivision/Condominium Name _____

Subdivision Trustee/Condominium Association Approval: Yes – Copy Attached No N/A

Some subdivisions require trustee approval for any exterior renovation projects. While this process will not delay the issuance of a building permit by the City of Clayton, we do ask that you provide us with the results of the trustee review.

Type of construction (Circle One) IA IB IIA IIB IIIA IIIB IV VA VB

Use & Occupancy Group Classification as defined by the International Building Code (Circle One)

A-1 A-2 A-3 A-4 A-5 B M R-1 R-2 R-3 R-4 Other _____

Describe nature of work and specific location on building or site _____

Realistic cost of construction/demolition (Required): \$ _____

Permit valuations shall include total value of work, including materials and labor, for which the permit is being issued. If, in the opinion of the Building Official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official.

I hereby certify the above information is correct and that I am the legal owner of the property or have been authorized by the owner to make application for the work described above.

Signature _____ Date _____

Please Print Name _____