



Permit No: \_\_\_\_\_

**CHELAN COUNTY**  
**DEPARTMENT OF COMMUNITY DEVELOPMENT**  
 316 WASHINGTON STREET, SUITE 301, WENATCHEE, WA 98801  
 TELEPHONE: (509) 667-6225 FAX: (509) 667-6475

**SWIMMING POOL/SPA PERMIT APPLICATION**

**Parcel Number (APN):** \_\_\_\_\_ **Lot Size:** \_\_\_\_\_ (Acres)  
**Parcel Address:** \_\_\_\_\_ **City/Zip:** \_\_\_\_\_  
**Abbreviated Legal Description:** \_\_\_\_\_  
**Property Owner(s):** \_\_\_\_\_  
**Mailing Address:** \_\_\_\_\_  
**City/State/Zip:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_  **Copy of Recorded Deed is required as an attachment.**

**Applicant:** \_\_\_\_\_ **Company Name:** \_\_\_\_\_  
**Mailing Address:** \_\_\_\_\_  
**City/State/Zip:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_

**Contractor's Name:** \_\_\_\_\_  
**Contractor's License Number:** \_\_\_\_\_  
**Mailing Address:** \_\_\_\_\_  
**City/State/Zip:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Email:** \_\_\_\_\_

**Application For:**  Residential  Commercial  Pool  Spa **Dimensions & Depth:** \_\_\_\_\_  
**Type of Pool/Spa:** \_\_\_\_\_ **Engineering:**  Yes  No  
*\* NOTE: Engineering required for concrete/shotcrete. Bracing specs required for vinyl / fiberglass.*  
**DEFINITION:** Chapter 2, IBC current adopted edition, defines swimming pool as: any structure intended for swimming, recreational bathing or wading that contains water over 24 inches deep, including in-ground, above-ground, and on-ground pools, hot tubs, spas and fixed-in-place wading pools.  
**REQUIREMENTS:** Must comply with the International Swimming Pool and Spa Code (ISPC), Section 305 Barrier Requirements.  
*\*Additional requirements may be applicable if the subject property is within an Urban Growth Area (UGA).*

List all Easements, Deed Restriction, or other Encumbrances restricting the use of the property (Refer to your subdivision, deed and/or Title Report). List auditor's files number (AFN) and identify easement type.  Label on Site Plan:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Will this structure be used for a Vacation/Transient Rental for less than 30 days?:**  Yes  No

**⓪ FOR OFFICIAL USE ONLY ⓪**

Received By & Date:	Zoning Approval & Date:	Building/Fire Approval & Date:	Intake Fees Paid:	Final Fees Paid:
Plans: File / Large	UGA:	Zoning:	Fence Height:	FP / FW:

**SITE PLAN CHECKLIST:**  All site plans must be drawn to a standard engineering scale not to exceed 1" = 100'

**Indicate scale used, north arrow, AND include the following:**

- Length of all property line boundaries.
- Land features, such as slopes, ravines, wetlands, streams/lakes/streams, ordinary high water mark of shorelines areas, floodplain.
- All pools shall be setback from any adjacent structure or supporting foundation/column equal to the depth of the pool at grade level.  
*(i.e., a pool that is two feet deep at the side adjacent to a structure or supporting foundation/column must be a minimum of two feet away from the structure or supporting foundation/column at grade level.)*
- The location of fencing required to surround and restrict access to pool and/or a pool safe cover may be installed in accordance with ASTM 1346.
- Location of all existing structures. *(Including decks/porches/patios, retaining walls, landings stairs).*
- Distance between property lines and existing/proposed buildings and between buildings.
- Location, name and width of roadway and/or easements *(list type of easement)* bordering property.
- Location of water lines, well and control radius of well.

**ACKNOWLEDGEMENT**

- The information, plans, maps, and other materials submitted with this application are, to the best of my/our knowledge, a true and accurate representation of this proposal.
- It shall be the responsibility of the property owner(s)/applicant to notify the Department of any changes and update information on the building permit application until the project has been issued a certificate of occupancy/final inspection.
- Chelan County does not guarantee success of this permit application, and/or the issuance of a building permit.
- In the event of any legal proceeding to challenge this application, any environmental determination or any other aspect of the proposed project, the property owner(s)/applicant shall be solely responsible to defend such challenge and pay all court costs and attorney's fees associated.
- All persons executing this acknowledgement shall be personally liable and hereby personally guarantee payment of all fees, expenses and costs required by this application.
- If the property owner(s)/applicant fail to respond to the Department's request for additional information, orally or in writing, further processing shall be suspended or postponed.

**I (We) certify (or declare) under penalty of perjury under the laws of the State of Washington that the foregoing is true, correct and complete to the best of my (our) knowledge. I (We) further certify (or declare) that all Easements, Deed Restrictions, other encumbrances, and/or issues restricting or affecting the use or condition of the property have been accurately disclosed to the best of my (our) knowledge and are shown on the site plan submitted with this application. I (We) understand that encroachment and/or building into easements, deed restrictions or other encumbrances are my (our) responsibility and not Chelan County's. I (We) further affirm that by my (our) signature below that I (we) have obtained legal permission to build within or encumber all easements on this property. Owner hereby releases, discharges, indemnifies and holds harmless the County from and against any and all claims, demands, causes of action, suits or judgments (including costs and expenses incurred in connection therewith) by both the easement holder or encumbered person(s) arising out of or in connection with the County's issuance of a building permit. (We) certify (or declare) that I (We) am the owner of the property or have been given authorization from the property owner to obtain this permit. I (We) further agree to comply with the International Building, Residential, Fire, Mechanical, Plumbing, and all applicable Chelan County/City Codes. Applicant/Owner(s) assumes all risk and liability for any claims and liabilities.**

**Owner(s)/Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

## VICINITY MAP

Provide written driving directions and a map to assist the Building Inspector in locating your project.

Vicinity map must show:

- (1) Location of property
- (2) Directional arrow indicating North
- (3) Any adjacent property addresses
- (4) Any landmarks adjacent to subject property
- (5) Nearest intersecting roadways; if applicable, include one major highway

**NOTE: INSPECTIONS WILL NOT BE PERFORMED WITHOUT YOUR ADDRESS POSTED AT THE ROADWAY.**

**Driving directions:**

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**ATTACH A LOCATION MAP or SKETCH BELOW**