

CHECKLIST OF REQUIRED DOCUMENTS TO DEEM APPLICATION COMPLETE. PLEASE CHECK OFF THE DOCUMENTS BEING SUBMITTED AND UPLOAD THE CHECKLIST

Pool - Residential Alteration

Plan Reviews: Building Review, Electrical Review, Mechanical Review, Planning Review, Plumbing Review, Public Works Review, Structural Review, Urban Forestry Group Review

Inspections: Building Final, Foundation, Notice Of Commencement - Certificate, Planning Final, Special Inspector Log

Drawings: 1 Set of Digitally or Electronically signed and sealed drawings - See [Online Permitting Resource Center](#) for instructions.

Drawings included:

- Signed & Sealed Topographic/Boundary Survey
- Site Plan
- Landscaping Plans
- Architectural plans (if applicable)
- Mechanical plans (if applicable)
- Electrical plans (if applicable)
- Plumbing plans (if applicable)
- Structural plans (if applicable)
- Pool Plans
- Plumbing Plans
- Life Safety Plans
- Tree survey

Supporting Documents:

- Structural Calculations
- Geotechnical Report
- Special Inspector Forms
- Phasing Plan Pre-approved by Fire Marshal (if alteration is in an occupied building and proposed work compromises existing life safety systems : Exits, Compartmentation, Life Safety Systems. Etc.)
- Tree Disposition
- Tree Protection Plan
- Approved Tree Permit (if applicable)
- Construction Site Sediment and Erosion Control Affidavit (if applicable for land-disturbing activities)