
Residential (Single-Family Detached/Duplex/Townhome Dwellings) Swimming Pools and Spas

Permit Type(s) and Work Class(es)

“Pool” – “Residential”

Notes

- Requires a separate “Electrical – Single Family/Duplex Dwelling” – “Sub” permit for associated electrical for pool and spa equipment
- Requires a separate “Gas – Single Family/Duplex Dwelling” – “Sub” permit for associated fuel-gas for pool and spa heater equipment
- The City prohibits new additional electrical meters for a pool or spa.

Required/Optional Sub Permits

- “Electrical – Single Family/Duplex Dwelling” – “Sub” (a.k.a. ‘residential electrical sub permit’)
- “Gas – Single Family/Duplex Dwelling” – “Sub” (a.k.a. ‘residential gas sub permit’)

Required Documents for Permit Application

- City of Charleston [Residential Alterations/Additions Application](#)
- City of Charleston [Electrical Permit Application](#)
- Site plan, include the following information:
 - Dimensions of pool/spa
 - Location(s) of pool/spa equipment
 - Pool/spa distances to lot-lines
 - If the pool/spa and associated equipment and elements are not at grade, these items are required to meet Zoning setbacks.
 - Location of required pool/spa barrier(s)
 - Location, size and species of grand trees (24” D.B.H. or larger)
 - For properties located on Daniel Island, the plans must be stamped approved by the Daniel Island Architectural Review Board (ARB)
- Pools and spas located in a **flood zone (AE, VE, Coastal A)**
 - Filtration and circulatory pumps can be below Design Flood Elevation (DFE) if anchored to resist floatation/buoyancy and protected to prevent water from entering or accumulating within components. Provide anchoring details.
 - Heaters shall be at or above Design Flood Elevation (DFE).
 - All elevated equipment, provide stand details & elevation above grade.
- Pool/spa structural plans & details, signed and sealed by a licensed South Carolina structural engineer, include the following information:
 - Specifications/notes addressing design to resistance buoyance (hydrostatic uplift) for regional, high-seasonal water-table and lateral adjacent soil loads.
 - Type of pool/spa construction: shotcrete, gunnite, fiberglass, liner, etc.

- Pool/spa cross-section/elevation showing construction detail(s).
 - Type of pool/spa configuration: in-ground, above-ground, partially above-ground, etc.
 - Heated or non-heated. If heated, provide pool cover per IP&SC.
 - Barrier requirements (choose one of the following):
 - If the required barrier is included in project scope, either:
 - provide site plan showing location of barrier, gate(s), operable window/door alarms, etc.
 - If the required barrier is a safety cover, provide manufacturer specifications indicating conformance with ASTM F1346.
 - If homeowner will be responsible for the required barrier, provide a statement letter signed by the contractor and homeowner stating barrier requirements will be completed by the homeowner.
- Note:* The final inspection will not be approved until all barrier requirements are installed to code.

Applicable Fees

- Application Fee, refer to page 4 on the [Building and Trade Permit Fee Schedule](#)
- Plan Review Fee - refer to page 4 on the [Building and Trade Permit Fee Schedule](#)
- Building Permit Fee - based on cost of construction of pool/spa, refer to page 4 on the [Building and Trade Permit Fee Schedule](#)

Required City of Charleston and South Carolina Licenses

- Homeowner allowed to apply for and obtain permit “Pool” – “Residential” permit and construct pool/spa
- Homeowner allowed to apply for and obtain permit “Electrical – Single Family/Duplex dwelling” – “Sub” permit upon successfully passing the Homeowners Electrical Test
- Homeowner not allowed to obtained permit or work on fuel gas system
- Business License, City of Charleston - *Not required for homeowners*
- Contractor License, South Carolina – *Required by South Carolina Code of Laws*

Required [R] / Optional [O] City Division Reviews

- Board of Architectural Review (BAR) [O] – *only if located in designated purview or district*
- Building Inspections [R]
- Zoning [R]
- Engineering [R] (verifies utility and drainage easements)

Required [R] / Optional [O] City Field Inspections

- Residential Pool Electrical Bonding [R]
- Residential Pool Deck Bonding [R]
- Residential Electrical Final [R]
- Residential Building Final [R]

Required Non-City Approvals

- N/A

Certificate of Construction Completion

- Not Required, only if requested by applicant