



COMMUNITY DEVELOPMENT & BUILDING DEPARTMENT

506 W. BERCKMAN STREET

FRUITLAND PARK, FL 34731

PHONE: (352) 360-6727

FAX: (352) 360-6652

Email: permits@fruitlandpark.org

Pool Permit Checklist

1. A COMPLETED SIGNED AND NOTARIZED PERMIT APPLICATION
2. PLANS REQUIRED:
 - A site plan showing the location of the pool, deck, screen enclosure, pool barrier and distance from property lines
 - A plan view showing equipment location, pipe sizes and distances from drains to equipment etc
 - A plan view of the pool, deck and all existing and proposed electrical including convenience receptacle.
 - A dynamic head calculation worksheet with figures that match the plan view of the equipment.
 - A complete set of pool construction plans signed and sealed by a design professional with adequate details to verify compliance with the Florida Building Code.
 - Commercial pools must provide a letter from the health Department showing that this project has already been approved or reviewed by the department.
 - Please note that some coordination between the pool deck and any proposed screen enclosure must be shown on the plans. If a screen enclosure foundation plan is not submitted by default, a 8x8 thickened edge with a 5 re-bar must be shown on the plans
3. POOL BARRIER AFFIDAVIT
4. POOL SAFETY ACT AFFIDAVIT
5. A NOTICE OF COMMENCEMENT MUST BE RECORDED WITH LAKE COUNTY AND DISPLAYED UPON FIRST INSPECTION IF JOB EXCEEDS \$5,000.
<https://cdn.lakecountyfl.gov/media/lbrbgx41/bf29-notice-of-commencement-ada.pdf>
(Email a copy of the recorded NOC to PERMITS@FRUITLANDPARK.ORG)
6. PROOF OF PROPERTY OWNERSHIP; PROPERTY RECORD CARD or WARRANTY DEED
(Property record card can be found at <https://www.lakecopropappr.com/>)
7. JOB COST VALUE SHEET
8. COPY OF ANY ARC, ARB, OR HOA APPROVAL , IF APPLICABLE.

Please remember that the list above is only a general list of requirements. There may be specific requirements that are not Listed. In any event, full compliance with the Florida Building Code and applicable statutes and standards will be enforced in both the review and the inspections

PLEASE REQUEST INSPECTIONS BY SENDING AN EMAIL TO PERMITS@FRUITLANDPARK.ORG
INSPECTIONS WILL BE PROCESSED AS QUICKLY AS POSSIBLE, TYPICALLY THE NEXT BUSINESS DAY.

NOTICE: In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities, such as water management districts, state agencies, or federal agencies.

Pool Permit

To Schedule An Inspection - email: permits@fruitlandpark.org		<h2>Permit Application</h2>		NOTICE: In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities, such as water management districts, state agencies, or federal agencies.		Permit Number _____		
You must submit 1 notarized copy if signed prior to coming to City Hall or permits@fruitlandpark.org				Project Address				
				Project Description				
Property ID Key/Number				Parcel Number				
Owner's Name		Mailing Address		City, State, Zip		Telephone		
						Email		
General Contractor		Mailing Address		City, State, Zip		Telephone		
						GC License #		
Construction Contractor		Mailing Address		City, State, Zip		Telephone		
						Construction License #		
Electrical Contractor		Mailing Address		City, State, Zip		Telephone		
						Electrical License #		
Plumbing Contractor		Mailing Address		City, State, Zip		Telephone		
						Plumbing License #		
HVAC Contractor		Mailing Address		City, State, Zip		Telephone		
						HVAC License #		
Legal Description								
Bonding Company								
Bonding Company Address								
Architect's Name								
Architect's Address								
Project Information								
Cost / Value								
Flood Zone								
Setbacks Provided over Required (ft)								
Front		Rear		Side		Corner		
Project		Area		Electrical	Hvac	Water		
New		Living		Service Size	Type	Municipal		
Alteration		Garage				Well		
Addition		Porch(s)			Efficiency		Plumbing	
Repair		Other			Airhandler		Sewer	
Other		Total			Condenser		Septic	
Garage		Number of Bedrooms				Code In Effect		
Attached								
Detached								
Applicant Signature								
		Date _____						
<p style="font-size: 0.7em;">WARNING TO OWNER: Your failure to record a Notice of Commencement may result in your paying twice for improvements to your property. If you intend to obtain financing, consult with your lender or an attorney before recording your Notice of Commencement. The issuance of a building permit does not assure the building setbacks have been met or that the structure does not encroach on an easement. The owner and/or contractor have the sole responsibility of determining compliance with setbacks and non-encroachment of easements. Permits expire 6 months after issuance. You are responsible for the completion of the permit, inspections, and all Re-Inspection Fees.</p>								
<p>The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____ who is personally known to me or has produced _____ as identification and who did ____ or did not ____ take an oath.</p>								
<p>(Seal) Notary Public</p>								
Revised & Approved 9/13/2021								



Community Development & Building Department

506 West Berckman Street

Fruitland Park, Florida 34731

(Tel.) 352.360.6727

(Fax) 352.360.6686

Permits@fruitlandpark.org

RESOLUTION 2019-065 - A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FRUITLAND PARK, FLORIDA, ADOPTING A FEE SCHEDULE FOR BUILDING AND ZONING FEES.

Residential fees per Exhibit A have fees to be charged based on job value. To determine these fees, WHEREAS, the City is authorized pursuant to Chapter 166, Florida Statutes and Sec. 99.30 of the City of Fruitland Park Code of Ordinances to impose fees to cover the costs associated with regulation of an activity or property use, and WHEREAS, the City Commission desires to recover expenses incurred to regulate an activity or property use (Resolution 2019-065) please fill out the form below.

The permits for which the city shall charge a fee and the amount of the fee for each permit are as follows on resolution 2019-065 Exhibit A pg. 3-7.

JOB COST VALUE

Owner's Name: _____

Project Address: _____

Property Alt. Key/Number: _____

Material Cost: \$ _____ (Attach receipt if applicable)

Material List: _____

(If applicable please fill out Product Approval Specification Sheet)

Labor Fees: \$ _____

If labor is being done by owner please add the fee you would value your labor to be.

Sign

Date

Print Name



SWIMMING POOL/SPA BARRIER AFFIDAVIT

Project Address: _____

Property Owner: _____
(printed)

It's understood and agreed that the undersigned is responsible for enclosing the pool/spa area in accordance with the applicable Florida Statutes and the latest edition of the Florida Building Code, Section 454.2.17.1. It shall be the duty and responsibility of the owner or custodian of the swimming pool/spa issued under this permit to install and maintain a safety barrier in accordance with applicable requirements. Failure to do so may result in penalties, code enforcement actions, and final pool inspection being denied.

Property Owner Signature: _____

Date: _____

The foregoing instrument was acknowledged before me this ____ day of _____, 20 ____, by _____ who is personally known to me or has produced _____ as identification and who did ____ or did not ____ take an oath.

Signature of Notary Public – State of FL

Printed Name of Notary Public



PERMIT # _____

Residential Swimming Pools, Spa and Hot Tub Safety Act

POOL SAFETY ACT AFFIDAVIT

I (We) acknowledge that a new swimming pool, spa or hot tub will be constructed or installed at **(Print street address)**

_____, and hereby affirm that one of the following methods will be installed prior to the final pool inspection to meet the requirements of Chapter 515, Florida Statutes and Florida Building Code 5th Edition (2014) (FBC) effective July 1, 2015. Please check your choice of compliance.

Residential swimming pool safety feature options;

In order to pass final inspection and receive a certificate of completion, a residential swimming pool must meet the following requirements relating to pool safety features:

- ☐ (a) The pool must be equipped with an approve safety pool cover complying with ASTM F 1346 per R4501.17 (exception). No other barrier feature required with this option.
- ☐ (b) The pool must be isolated from access to a home by an enclosure that meets the pool barrier requirements of section R4501.17.
- ☐ (c) Where a wall of a dwelling serves as part of the barrier, one (1) of the following shall apply: R4501.17.1.9
 - 1. All doors and windows providing direct access from the home to the pool shall be equipped with an exit alarm complying with UL 2017 that has a minimum sound pressure rating of 85dB A at 10 feet (3048 mm). Any deactivation switch shall be located at least 54 inches (1372) mm) above the threshold of the access. Separate alarms are not required for each door or window if sensors wired to a central alarm sound when contact is broken at any opening.

POOL SAFETY ACT AFFIDAVIT

Exceptions:

- a. Screened or protected windows having a bottom sill height of 48 inches or more measured from the interior finished floor at the pool access level.
 - b. Windows facing the pool one floor above the first story.
 - c. Screened or protected pass-through kitchen windows 42 inches or higher with a counter beneath.
2. All doors providing direct access from the home to the pool must be equipped with a self-closing, self-latching device with positive mechanical latching/locking installed a minimum of 54 inches above the threshold, which is approved by the authority having jurisdiction.

I understand that not installing a pool safety barrier complying with the FBC 5th Edition (2014) Residential R4501.17 at the time of final inspection, or when the pool is completed for contract purposes, will constitute a violation of Chapter 515, F.S. and will be considered as committing a misdemeanor of the second degree, punishable as established in the Florida Statute.

***Many types/models of alarms are not acceptable.
Please check with the Building Department.***

Contractor's Signature

Date: _____

Owner's Signature

Date: _____

Notary Public – State of Florida

Personally Known ____ OR Produced ID ____

Type of Identification Produced _____

Notary Public – State of Florida

Personally Known ____ OR Produced ID ____

Type of Identification Produced _____

THIS FORM MUST BE SUBMITTED TO THE BUILDING DEPARTMENT AT THE TIME OF APPLICATION SUBMITTAL.

After recording, return to:

Permit No.: _____
Tax Folio No.: _____

Notice of Commencement

State of Florida | County of Lake

The undersigned hereby gives notice that improvement will be made to certain real property, and in accordance with Chapter 713, Florida Statutes, the following information is provided in this Notice of Commencement.

1. Description of the Property: *(legal description of the property and street address if available)*

Legal Description: _____

Street Address: _____

2. General Description of Improvement

3. Owner's Information or Lessee information if the lessee contracted for the improvement:

Name: _____

Address: _____

Interest in Property: _____

Name & Address of fee simple titleholder *(if different than owner)*: _____

4. Contractor Information

Name: _____ Phone No.: _____

Address: _____

5. Surety *(if applicable, a copy of the payment bond must be attached)*:

Name: _____ Phone No.: _____

Address: _____ Amount of Bond: \$ _____

6. Lender Information:

Name: _____ Phone No.: _____

Address: _____

7. Persons within the State of Florida designated by Owner upon whom notices or other documents may be served as provided by Section 713.13(1)(a)7., Florida Statutes:

Name: _____ Phone No.: _____

Address: _____

8. In addition to himself or herself, Owner designates _____ of _____
to receive a copy of the following Lienor's Notice as provided in Section 713.13(1)(b), Florida Statutes: Phone No.: _____

9. Expiration date of notice of commencement *(the expiration date will be 1 year from the date of recording unless a different date is specified)*.

WARNING TO OWNER: ANY PAYMENTS MADE BY THE OWNER AFTER THE EXPIRATION OF THE NOTICE OF COMMENCEMENT ARE CONSIDERED IMPROPER PAYMENTS UNDER CHAPTER 713, PART I, SECTION 713.13, FLORIDA STATUTES, AND CAN RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.

Signature of Owner or Lessee, or Owner's or Lessee's Authorized Officer/Director/Partner/Manager

Signatory's Title/Office

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____, by _____, as _____
for _____ who

Type of authority (i.e. officer, trustee, attorney in fact)

Name of party on behalf of whom instrument was executed

is personally known or produced _____ as type of identification.

Signature of Notary Public – State of Florida (print, type or stamp commissioned name of Notary Public)