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PLAN REVIEW SUBMITTAL CHECKLIST – RESIDENTIAL SWIMMING POOL



COMMUNITY DEVELOPMENT DEPARTMENT • 345 N EL DORADO STREET • STOCKTON, CA 95202 • (209) 937-8561
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Below is a checklist of items that are typically required for a new residential swimming pool project. This checklist should be used as a guide to ensure that you provide a complete permit submittal, not all items may be applicable to your project, additional items may be requested as needed based on the project scope. Providing a complete submittal is critical to receiving a thorough plan review and expediting the permitting process.

Planning Division Permits:

Residential swimming pool projects may require review from the Planning Division for setbacks, easements, and lot coverage. To discuss your swimming pool project with Planning prior to building permit submittal please contact (209) 937-8266.

BUILDING PERMIT PLAN REVIEW ITEMS		
Submittal Item	Required	Completeness Check
Building Permit Application	Yes	<input type="checkbox"/> Completely filled out including owner’s info, architect/engineer, & project contact <input type="checkbox"/> Emails provided for all contacts <input type="checkbox"/> Valuation provided on the form <input type="checkbox"/> Application is signed
Construction Plans	Yes	<input type="checkbox"/> Plans are legible and organized by discipline <input type="checkbox"/> Sheet index provided, plan set matches sheet index <input type="checkbox"/> Cover sheet provided with project information such as detailed scope of work, applicable codes, square footage <input type="checkbox"/> Separate plan disciplines provided for Civil, Architectural, Structural, Mechanical, Electrical, Plumbing <input type="checkbox"/> Dimensions from pool edge to all property lines, accessory structures, and main house shown on site plan <input type="checkbox"/> All existing easements shown on site plan <input type="checkbox"/> Standard pool engineering is provided <input type="checkbox"/> Plans are stamped and signed by design professionals
Equipment Specs	Yes	<input type="checkbox"/> Specs for pool equipment provided as separate package or included in the plan set
Swimming Pool Permit Checklist	Yes	<input type="checkbox"/> Completely filled out including selected safety features

If any of the items identified in the table above are not included, your submittal may be rejected. All submittal documents shall be electronic files formatted in accordance with the City’s [Electronic Plan Check Guide](#).

For any questions regarding your project submittal please contact the Building Division at (209) 937-8561.