



Building Inspections
250 W. First Street
Prosper, TX 75078
Phone: 972-346-3502

Residential Pool/Spa Permit Submittal

Definitions:

Residential Swimming Pool (2021 ISPSC): a pool intended for use that is accessory to a residential setting and available only to the household and its guests.

Spa (2021 ISPSC): a product intended for the immersion of persons in temperature-controlled water circulated in a closed system, and not intended to be drained and filled with each use. A spa usually includes a filter, an electric, solar or gas heater, a pump or pumps, and a control, and can include other equipment, such as lights, blowers, and water-sanitizing equipment.

Please submit the following information to permits@prospertx.gov to apply for a residential pool/spa:

Required Submittal Documents:

1. [Swimming Pool/Spa Permit Application](#), completed in its entirety, signed and dated.
2. Site Plan (Survey) showing the location of the proposed pool/spa on the property and distances from the primary structure foundation and any adjacent property lines.
3. Construction Plan. The plan shall indicate the following (at minimum):
 - o Placement and dimensions of the proposed pool/spa on the lot
 - o Approval stamp from the electrical service provider (not required on above-ground pools)
 - o If located on a septic lot, OSSF approval stamp from the county shall be required.
 - o Equipment location
 - o Pool/Spa Volume (in area and gallon capacity)
 - o Depth dimensions (Pool Depth Profile)
 - o Diving Envelope (if pool has a diving board or diving rock)
 - o Drainage Pattern Documents (existing and proposed)

Specific Requirements:

1. Easements: Pools/Spas or equipment cannot be located within any easements or floodplain.
2. Pool Setbacks: Minimum 3' from all adjacent property lines. **No less than 3' from the main structure foundation (NO EXCEPTIONS).**
3. 1:1 Ratio Minimum Requirement (1 foot distance for every 1 foot of pool depth) from point of excavation:
 - o To main structure foundation (including patio if tied to foundation of home)
 - o To any retaining wall on the property (4' or taller)
 - o Deviations to the 1:1 Ratio Requirement shall be allowed with engineer sealed plans, however, please refer to item #2 above.
4. Windows: All windows within 5' of water's edge must be tempered per 2015 IRC.
5. Equipment: Shall be a minimum 3' from adjacent property lines and shall be screened from the street. Shall not be located within the front yard of the lot, within any easements or drainage swales.
6. Diving Board/Rock: plans must show diving envelope per ANSI/APSP/ICC-5 2011.
7. P-trap and Backwash Line: required per Section 3.16 of the Code of Ordinances.
 - o No p-trap or backwash line is required if pool uses a cartridge filter and/or if there is septic on the property.
8. Backflow Prevention: Town requires backflow prevention on all pool fill lines (air gap, PVB (Pressure Vacuum Breaker), or RPBA (Reduced Pressure Backflow Assembly – commonly referred to as an RPZ.)

Reference Documents (as applicable):

- [2021 ISPSC](#)
- [2015 IRC](#)
- [ANSI/APSP/ICC-5 2011\(diving envelope\)](#)
- [Article 3.16 Town of Prosper Code of Ordinances](#)
- [Certification of Residential Pool Protection Device Installation](#)
- [Residential Swimming Pool & Spa Guidelines](#)

This document is for informational purposes only and serves to provide guidance for information required to be submitted for the type of permit referenced in the title. This document is not an all-inclusive list of requirements and shall not be relied on in place of official regulations and/or policies.

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