

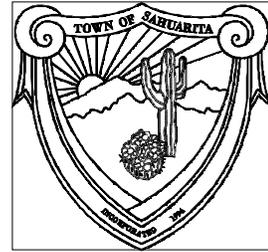
Town of Sahuarita

375 W. Sahuarita Center Way

Sahuarita, Arizona 85629

520-822-8866

<http://www.sahuaritaaz.gov>



Residential Pool/Spa Submittal Checklist

The following items are required and submittals must be complete before accepted for review.

For current codes and amendments please visit our website at: <http://sahuaritaaz.gov/buildingsafety>.

- Completed Town of Sahuarita Permit Application**
 - Permit application can be found online at <http://sahuaritaaz.gov/buildingsafety>
 - Property owners email address is required
 - Sign and date the application
 - Plan check fee must be paid at time of submittal
 - Model pool plan number and letter of authorization from Model Pool Plan permit holder, if applicable
- 2 Copies of Drawings** (minimum 11 x 17)
 - Site plan - show construction access
 - Structural drawing from model plan – highlight information specific to this project
- 2 Copies of Completed Town of Sahuarita Pool/Spa Data Form**
- Completed Contractor Form**
 - Provide contractor's/subcontractor's license number and Sahuarita business license number
 - Any business doing work in the Town of Sahuarita requires a business license. There is currently no cost for a business license. Please contact the Clerk's office at 520-822-8801 for further assistance.

Note:

- The first inspection must be a Pre-Construction meeting on site with the property owner and the pool builder.
- Model Pool Plan must be approved by the Town of Sahuarita Planning and Building Department before a site plan permit will be issued. If the pool/spa is Owner/Builder, structural drawings prepared by an engineer are required.
- Pre-fabricated swimming pools require a permit except when 18 inches or less in depth.
- Review required for zoning setbacks (4 feet from side/rear property line to the edge of water).
- Right-of-way use permits may be required for access on Town of Sahuarita right-of-way. Please contact Public Works at 520-344-7100.
- Fiberglass pools require the barrier to be in place prior to the pool installation.
- Homeowner Associations may have different requirements which are the applicant/owner's responsibility to verify.