



Forsyth County Department of Building and Licensing
110 E. Main Street, Suite 100 | Cumming, Georgia 30040 | (770) 781-2114 | forsythco.com

COMMERCIAL SWIMMING POOL

PERMIT PACKET

CHECKLIST

Note: Permit applications must be submitted electronically through the Customer Service Portal. You can submit the permit application and upload required documents to the CSS portal at:

https://css.forsythco.com/Energov_Prod/selfservice/

Please complete the entire application package, including:

- **Permit Details Form**
- **Required Contractor Documents:** Forms/Affidavits must be signed and Notarized (where required). Do not provide copies of driver's license.
 - **Authorized Agent Form:** General Contractor. Include copies of current State and Business licenses. Do not provide copies of driver's license.
 - **Sub-Contractor Affidavits:** Electrical, Mechanical, Plumbing. Include copies of current State and Business licenses. Do not provide copies of driver's license.
- **Pool Drain Discharge Location Affidavit:** Required to be signed by homeowner.
- **Site Plan:** Scaled drawing (8 1/2x 11 - 1 copy). See Residential Site Plant Requirements.
- **Plat:** Copy of approved. recorded plat.
- **Lot Grading Plan (LGP):** If applicable, provide a copy.
- **Environmental Health Approval:** Required if on septic. Provide septic permit. Obtain from Environmental Health (770)781-6909.
- **Temporary Toilet:** Required if no toilet facilities available on site. Obtain from Environmental Health (770-781-6909).
- **Fees:** Building Permit Fees are calculated using Forsyth County Building Fee Schedule (link below).
 - **Accepted forms of payment:** Cash, check, Visa, or MasterCard. See the Forsyth County website for the fee schedule:
<https://www.forsythco.com/Departments-Offices/Building-Licensing>

****All site plans and permit cards are to remain onsite until a Certificate of Occupancy/Completion is obtained. ****

PERMIT DETAILS FORM

PROPERTY ADDRESS INFORMATION

Site Address: _____ City/State/Zip: _____

Subdivision Name and Lot # (if applicable): _____

CONTRACTOR INFORMATION

Business Name: _____

Phone# _____ Email: _____

PROPERTY OWNER INFORMATION

Last Name: _____ First Name: _____ Phone# _____

Address: _____ City/State/Zip: _____

Email: _____ Phone #: _____

PROJECT INFORMATION

Description of work: _____

Sewer System: Septic: Sewer: Pool: Length _____ Width _____ Spa Sq. Ft: _____

Will the pool be heated? Yes No

Will electric underground be needed? Yes No

Will underground gas line inspection be needed? Yes No

(If Gas line is being installed Mechanical affidavit is needed)

AUTHORIZED SIGNATURES

The undersigned states that the above information is true and correct, understands that the permit issued is only for the construction as stated and that occupancy is not permissible until all inspections and code requirements are met and a Certificate of Completion has been issued by Forsyth County.

Applicant's Name: _____

Applicant's Signature: _____

Date

Property Owner's Name: _____

Property Owner's Signature: _____

Date

NO STRUCTURES OF ANY TYPE SHALL BE INSTALLED OR CONSTRUCTED WITHIN ANY EASEMENT

SWIMMING POOL/SPA DRAIN DISCHARGE LOCATION AFFIDAVIT

FORSYTH COUNTY SEPARATE WATER/SEWER SYSTEM

Article III, Section 82-63

No person shall discharge or cause to be discharged any storm water, surface water, groundwater, roof runoff, swimming pool backwash or drain, subsurface drainage, uncontaminated cooling water, or unpolluted industrial process waters to any sanitary sewer, and wastewaters shall not be discharged to a sanitary sewer, except in accordance with all applicable laws, regulations, and permits (including without limitation, NPDES permits requiring treatment prior to discharge.

The penalty for violation: Section: 82-98 civil penalties.

- (a) Any user or person who has violated, or continues to violate, any provision of this ordinance, a wastewater discharge permit, or order issued hereunder, or any other pretreatment standard or requirement shall be liable to the county for a maximum civil penalty of \$1,000.00 per violation per day. In the case of monthly or other long-term average discharge limit violations, penalties shall accrue for each day during the period of the violation. Notwithstanding the foregoing, civil penalties may be in addition to, but shall not be duplicative of, administrative fines assessed under section 82-91, and the county is authorized to bring an action for civil penalties regardless of whether such administrative fines have been assessed.

FORSYTH COUNTY SEPARATE STORM SEWER SYSTEM

Article V Chapter 34 Section 188 Illicit Connections

It is unlawful for any person, company, corporation, and/or entity to connect any pipe, open channel, any other conveyance system that discharges anything except storm water runoff to the Forsyth County Separate Storm Sewer System MS4.

Article V Chapter 34 Section 195 Penalties

Failure to comply shall constitute a misdemeanor and Forsyth County may impose a penalty not to exceed \$1000.00 for each day the violation remains unremedied after the receipt of the notice of violation. Each day the noncompliance or violation is not corrected constitutes a separate violation.

By signing this affidavit, I state that my swimming pool/spa is not connected in any way to Forsyth County's Sanitary Sewer System. Additionally, there will be no connection to the Separate Storm Sewer System.

Property Owner Signature

Property Address

Notary Signature and Stamp

ELECTRICAL SUB-CONTRACTOR AFFIDAVIT

Site Address: _____

This is to certify that I am responsible for the **Electrical** installation and compliance with all applicable codes. I understand that Forsyth County requires Temporary Power Connection to Service Utilities before final inspection. I relieve Forsyth County and its Inspectors from any liability for damages or loss of property or improper installation.

Company Name

State License #

Licensed Electrical Contractor Signature

Notary Public Signature and Stamp

Date

Do you have a restricted license? Yes _____ No _____

If yes, is the scope of this work within the license restriction (Residential, Single Phase, maximum 400 amps)?

Yes _____ No _____

Licensed Electrical Contractor Signature

Date

PLUMBING SUB-CONTRACTOR AFFIDAVIT

Site Address: _____

This is to certify that I am responsible for the **Plumbing** installation and compliance with all applicable codes. I assume all responsibility and liability for the installation of the building sewer and water lines. I understand that it is my responsibility to ensure that the sewer and water lines are installed in compliance with the Georgia Minimum Plumbing Code and any local ordinances. Ordinances may be obtained from Forsyth County/City of Cumming.

I also understand that Forsyth County/City of Cumming requires a cleanout at sewer tap. I relieve Forsyth County/City of Cumming and its Inspectors from any liability for damages loss of property or improper installation.

Company Name

State License #

Licensed Plumber Contractor Signature

Utility Contractor Signature (if applicable)

Notary Public Signature and Stamp

Date

Do you have a restricted license? Yes ___ No ___

If yes, is the scope of work within the license restriction (Single-family dwellings, one-level dwellings designed for no more than 2 families and commercial structures not exceeding 10,000 sq ft)? Yes _____ No _____

Licensed Plumber Contractor Signature

Date

When installing an irrigation system if connecting to an existing water supply line backflow protection and rain sensor will be verified at time of Final Plumbing inspection.

MECHANICAL SUB-CONTRACTOR AFFIDAVIT

Site Address: _____

This is to certify that I am responsible for the **Mechanical** installation and compliance with all applicable codes. I relieve Forsyth County and its Inspectors from any liability for damages, loss of property or improper installation.

Company Name

State License #

Licensed Mechanical Contractor Signature

Notary Public Signature and Stamp

Date

Do you have a restricted license? Yes ____ No ____

If yes, is the scope of this work within the license restriction (Maximum 175,000 BTU heating, maximum 60,000 BTU cooling)?

Yes ____ No ____

Licensed Mechanical Contractor Signature

Date