



CITY OF SELMA, TEXAS
Swimming Pool / Spa Permit
Requirements

Changes from previous revision are in italics or struck through

EEPOL-15 Rev. Y80710

Selma, Texas, located in Bexar, Comal, and Guadalupe Counties

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1. **Purpose.** The purpose of this policy is to provide clarity when a Pool/ Spa Permit is required to be obtained from the Permits & Inspections Department for the City of Selma.
2. **Scope.** The policy applies to any individual, contractor, developer, etc. who plans on building a pool in the City of Selma.
3. **Personnel.** This policy will be primarily issued out by employees in the Permits & Inspections Department or any employees under the City Engineer, unless so restricted by the City Engineer.
4. **Pool Permit Requirements.** A person, firm, or corporation shall not construct, replace, improve, remove or install a swimming pool/spa without first obtaining a permit from the Permits & Inspections Department. Permit hopefuls must first apply for a permit in person along with bringing a copy of the plot plan or a drawing showing the following information:
 - a. Type of pool (*aboveground vs. underground*)
 - b. Size of pool (*prefabricated pools that are less than 24" in depth and are moveable do not require a permit*)



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- c. Distance from residence, side property line and rear property line.
 - d. Location of pool pump and other mechanical equipment.
 - e. Location of existing or proposed fence as required by pool code.
 - f. Copy of signed contract between the company and the home owner, *if applicable.*
5. **Special Requirements.** Pools and decking may not be located within any utility easement. Spas and decking around pool must be within the property side setbacks and no closer than 5 feet to the rear property line. Here are some important things of note:
- a. A self-latching device is required along with a self closing gate. The gate latch must be at least 54 inches from the bottom of the gate.
 - b. All doors with direct access to area must be equipped with an alarm which produces an audible warning when the door opens.
6. **Inspections.** The following inspections shall be required on pools/spas installations:
- a. Steel / Bonding of pool (in ground)
 - b. Electrical Rough In / Gas
 - c. Concrete decking pre pour (above ground)
 - d. Framing on Wood Deck (above ground)
 - e. Final when complete, to include installation of a fence when not already existing
7. **Fence Requirements.** A fence or barrier is required around all types of swimming pools, above ground, in ground, spas, hot tubs, etc. The minimum height of the fence shall be 4 feet. The fence may be chain link, wrought iron, wooden, concrete or any other acceptable material approved by the Inspection



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- Department. The fence shall be equipped with a self closing gate and latching device. *This requirement is not applicable to moveable pools less than 24" deep.*
8. ***Pool Draining Requirements.*** Water from back washing or draining pools shall be used to irrigate the owner's property by surface or subsurface spreading. If there is direct access to the street or alley, the wastewater may flow there to be carried away through the storm sewer system, after the first irrigation of the owner's yard, and provided that there is no hazard to traffic or pedestrians or which may cause an unsanitary condition.
 9. ***Fees.*** The permit fee is based on the estimated cost of construction.
 10. ***Obtaining the Pool Permit.*** A permit is usually issued within a 2 to 3 working day period after all requirements are met and all necessary documents are accounted for. A permit for a commercial pool may take 2 to 4 weeks for review.