



## CHECKLIST FOR POOLS

**The following submittals are required to be submitted as a complete package.**

1. 2 site specific sets of plans.
  - a. Site plans must show flood zone/FIRM (Flood Ins. Rate Map) lines.
  - b. Site plan must show existing and proposed total square footage of the building, covered porches, pools, and the square footage of all other impervious surfaces (lot coverage) as a percentage of the buildable area. Site plans must also show setbacks, baseline, all easements (utility, access, etc.) and critical line/s (if applicable).
2. A pre-construction elevation certificate that is based on construction drawings (for elevated pools within the structure). Elevation of the lowest horizontal structural member (LHSM) on Folly Beach must be at BFE + 4' (freeboard).
3. V- Zone Design certificate signed and sealed by licensed SC engineer or architect, required both pre and post construction. Required regardless of flood zone for insurance purposes.
4. A pre-construction, no-adverse impact letter, completed by a SC registered design professional.
5. 2 sets of 1/4" scale plans. All plans must be sealed by a registered SC Architect or Engineer. Design basis and parameters must be listed on the plans.
6. Plans must include the following:
  - a. Cover sheet for plans must indicate what codes were used in the design.
  - b. Plans must indicate the amount and type of exterior lighting. Beach front lighting must comply with COFB Sea Turtle Protection Ordinance.
7. Swimming pools or spas are considered accessory structures and must not be attached to the primary structure. Pools must be at grade or if elevated a

certification letter from a structural engineer must be provided to ensure the pool will not increase erosion or the effects of wave run up and ramping on neighboring properties.

8. Pool heaters must be elevated above BFE + 4 feet on platforms with certified V-zone design.
9. All excavated material must be removed from the site.
10. A signed contract/scope of work between property Owner/or prime contractor and pool contractor shall be provided with the permit application.
11. Permit applications must be signed off by the Building Code Official and Zoning Administrator.

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For more information contact [permits@follybeach.gov](mailto:permits@follybeach.gov).

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