



CITY OF WESTLAKE  
Building Department  
4001 Seminole Pratt Whitney Road  
Westlake, Florida 33470  
(561) 530-5880 [www.westlakegov.com](http://www.westlakegov.com)

## Pool Application Package Requirements for Westlake

Incomplete permit application packages will NOT be accepted. If this checklist is sent to you, please make sure you have EVERYTHING below and SUBMIT the COMPLETE package to <https://cityviewportal.westlakegov.com/>.

- Permit applications – completely filled out, signed and fully notarized, *please see our website for updated forms.*
  - 1 for main pool
  - 1 for pool *electrical sub*
  - 1 for pool plumbing (if pool will have an autofill device with backflow MUST be provided at submittal)
  - 1 for pool gas sub (if the pool will have a heater, MUST be provided at submittal)
- Plans – must be signed and sealed (plans cannot be locked)
  - Must include electrical load calculations (for electric heater)
- Survey/site plan marked with pool placement, dimensions/setbacks noted
- Survey with location of ALL existing and relocated trees shall be indicated.
- Survey with location of SILT fence to protect SID drainage area.
- Contractor's signed agreement with owner
- P1-Pool Barrier Agreement
- P2- Pool Application Checklist
- P3-Affidavitr of Compliance

- Equipment specs, including heater and alarm (shall be combined in a single document-no color)
- Proof of ownership, via either a warranty deed or a statement from Property Appraisers office
- Gas isometric, if applicable
- Gas piping specs, if applicable