



Pool Renovation Permit Application

7660 Woodway Dr, Suite 460 Houston, Texas 77063, Phone: (713) 782-1757

bldgofficial@pineypt.org

Date: _____

Contractor Name: _____

Type of Application: Pool Renovation

Contractors Phone: _____

Property Address: _____

Contractors Email: _____

Note: Submittal will not be accepted unless all items in the checklist have been completed.

Pool Renovation Application Checklist

	Type of Application	Description	Application Form (please print and attach forms)
	Pool Renovation Application	This permit application is required for pool renovation.	Pool Renovation Application
	Plumbing Permit for Sewer Disconnect (If applicable)	A plumbing contractor needs to apply only if there's active gas or electrical connections to the pool equipment. If there are no active connections, a sewer disconnect permit is not required.	Plumbing Permit Application
	Copy of Survey	A copy of an existing survey is required with this application request. Survey copies do not need to be brand new.	*Submit Survey
	Area Calculations	Area calculation form is required to determine current and proposed lot coverage. Pools are counted into lot coverage.	Area Calculations Form
	MVWA Approval	The Memorial Village Water Authority must approve any pool renovation application.	MVWA Application
	Tree Disposition Plan	The form needs to be completed regardless, if no trees are to be removed. The City's Forester reviews all applications.	Tree Disposition Application
	Friendly Neighborhood Letters (Residents within 200ft. of the construction site)	Friendly Neighbor letters are submitted as part of your pool renovation application. The letters must be stamped and unsealed and turned into the city. The letter must include an estimate starting date and an emergency point of contact in case they have any questions or concerns.	*Attach Letters
	Helpful Notes	This is helpful information for the pool renovation permit application.	Helpful Notes

Building Codes: IRC 2018, NFPA-70-2023, IPC 2018

**Please print this document and attach this to all the documents.
You can drop off during normal business hours.**