



# WBR Parish Government

## Initial Requirements Swimming Pool Permit

- Fill out the Building Permit Application applicable information
- Submit Plot Plan of property drawn to scale that shows pool & equipment location, servitudes and setbacks from property line.
- Submit a Parish Approved Plat (signed by Parish President)
- Copy of Contract or Letter from Landowner for Installation of pool.
- Flood Zone \_\_\_\_\_
- Contractor information – Must be State Licensed and registered with the Parish. (Each Contractor must come and fill out Permit)
  1. Electrical: \_\_\_\_\_
  2. Plumbing: \_\_\_\_\_
- If within 1500 feet of the levee, you will need an approval letter from the levee board.
- Please sign this form stating you understand the above requirements: \_\_\_\_\_

## Required Inspections

1. Pool Rough In
2. Pool Surround – Foundation
3. Pool Final

### Sec 107-22. - Swimming pools.

(a)

No person, firm or corporation in possession of land within the unincorporated area of the parish, upon which is situated a swimming pool or other outside body of water designed for or used for swimming, dipping or immersion purposes by men, women or children, of a minimum depth of 18 inches, shall fail to maintain on the lot or premises upon which such pool or body of water is located and completely surrounding such body of water a five-foot chain link or wrought iron fence with no opening greater than four inches in a horizontal direction or a 100 percent solid fence or wall constructed not less than five feet in height; however, a dwelling house or accessory building may be used as part of such enclosure.

(b)

All gates or doors opening through such closing and self-latching device shall be designed to keep, and be capable of keeping, such door or gate securely closed at all times when not in actual use; however, the door of any dwelling occupied by human beings and forming any part of the enclosure hereinabove required need not be so equipped.

(c)

All plans hereafter submitted for swimming pools to be constructed shall show compliance with the requirements specified herein, and final inspection and approval of all pools hereafter constructed shall be withheld until all requirements specified herein shall have been complied with.

(d)

Modification may be made in individual cases upon a showing of good cause with respect to the height, nature or location of the fence, wall gates, or latches or the necessity there for provided the degree of protection is not reduced thereby.

*(Code 1973, § 5½-22; Mo. of 7-25-1991)*

Mallorie Davis  
Coordinator for Building Permits & Contractor Registration  
West Baton Rouge Parish Office of Community Development  
880 N Alexander Ave  
Port Allen, LA 70767

Dear Registered Swimming Pool Contractors:

Unfortunately over the last year we have seen an increase in permitting and inspection problems with our Residential Swimming Pool Contractors. The problem we are incurring is swimming pool permits are sometimes not being pulled and afterwards no inspections are being called in. In this case we are having to call the homeowner and contractor in, have a hold harmless affidavit signed by both parties stating West Baton Rouge Parish is not responsible for any future deficiency with the pool. West Baton Rouge Parish has no choice but to increase the penalty for contractors who do not call in proper inspections. Along with signing a hold harmless affidavit a citation will be issued to appear before our local court for a misdemeanor violation. Then ultimately the swimming pool contractor's registration with West Baton Rouge Parish will be suspended for an entire year. This language will be included with the swimming pool permit application. There will be a place for the contractor pulling the permit to sign stating they understand the penalties for not calling in proper inspections. Currently after a swimming pool permit is pulled West Baton Rouge Parish requires three inspections to follow.

- 1) Swimming Pool Rough In
- 2) Pool Surround for foundation
- 3) Swimming Pool Final

Please make sure that you pull a permit with West Baton Rouge Parish and that you also call in the proper inspections for the customer's swimming pool you are building.  
Please sign acknowledging you the contractor understand the required inspections needed and the Penalties that will follow if they are not called in.

Contractor Company Name: \_\_\_\_\_

Signature of Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

"Gray boxes" are  
for Staff Use Only

WBR Office of Community Development Form OCPD #004ds  
**RESIDENTIAL POOL PERMIT APPLICATION**



**I. Applicant, Owner and Project Information**

<b>Project Address:</b>	<b>CITY:</b>	<b>STATE:</b>	<b>ZIP:</b>
<b>APPLICANT Name:</b>	Email:		
Primary Contact #:	Secondary Contact #:		
<b>Swimming Pool Contractor:</b>	Email:		
Primary Contact #:	Secondary Contact #:		
<b>LAND OWNER Name:</b>	Email:		
Primary Contact #:	Secondary Contact #:		

**II. Description of Project and Permit**

<b>Type of Permit Being Applied For:</b> Residential Swimming Pool		<b>Dimensions of Swimming Pool:</b>
<b>Type of Foundation:</b>	<b>Distance from Levee:</b>	<b>Letter from Army Corp of Engineering Required:</b> <input type="checkbox"/> YES <input type="checkbox"/> NO
<b>Describe work to be performed:</b>		<b>Approximate Cost of Proposed Work:</b>
<b>Swimming Pool Contractor</b>	Parish Registration Up-to-Date? <input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>Electrical Contractor:</b>	Parish Registration Up-to-Date? <input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>Plumbing Contractor:</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO	

**III. Applicant Certification**

I certify that I have provided the information on this application (other than information in the "gray boxes") and that I have reviewed ALL of the information on this form (including the information in the "gray boxes"). I further certify that the information I have provided is true and correct to the best of my knowledge and that I have read and understand the laws of West Baton Rouge Parish as related to the development of my property (including, but not limited to Zoning and Site Development regulations). I am aware that any false or misleading information on this form, or any violation of Parish property development laws could result in legal action taken against me or others by West Baton Rouge Parish:

\_\_\_\_\_  
**Signature** **Print Name** **Date**

**OFFICE USE ONLY**

**IV. Multi-Agency Coordination**

Swimming Pool Permit Cost: \$40 Electrical \$ 20	Date paid:	Payment method:
Permit ID:	Municipality:	Date Initiated:
Is there a record of a "Parish-approved plat"?:	Subdivision:	Current Zoning:
Tract:	Lot:	Lot size (sq. ft.):
Map & Parcel Number:	Distance from Levee:	Letter from Army Corp of Engineering Required: <input type="checkbox"/> YES <input type="checkbox"/> NO

# PLUMBING PERMIT APPLICATION

Date: \_\_\_\_\_

## PROJECT INFORMATION (Please print)

Owner of property \_\_\_\_\_

Name of tenant \_\_\_\_\_

Address \_\_\_\_\_



## CONTRACTOR INFORMATION

Company name \_\_\_\_\_

Parish Registration Number \_\_\_\_\_ Phone number \_\_\_\_\_

Project cost\$ \_\_\_\_\_

Authorized signature for permit \_\_\_\_\_

### **ITEM TABLE / CALCULATION OF PERMIT FEE**

Code	Item	Qty	Fee
P01	Fixture, < = 100		6.00ea
P02	Fixtures over the first 100		5.00 ea
NOTE: "Fixtures" include, but are not limited to, those items installed for: bathtubs, hot water heaters, lavatories, showers, sinks, water closets / toilets, hose bibs, washing machines, air conditioner drains, gas lines, sewer lines, urinals, floor drains, drinking fountains, service sinks, dishwashers, garbage disposals, roof drains, and bidets.			
P03	Fire Extinguishing System		40.00
P04	Lawn Sprinkler System		20.00
P05	Swimming Pool		40.00
P06	Mobile Home, Comm.		20.00
P07	Grease Trap		20.00
P08	Generator		20.00
P09	Solar Water Heater		20.00
P10	Minimum Fee		20.00

**TOTAL FEE:** \_\_\_\_\_ Paid by:  Cash  Credit Card  Check# \_\_\_\_\_

- |                                      |                                   |
|--------------------------------------|-----------------------------------|
| <input type="checkbox"/> Residential | <input type="checkbox"/> Remodel  |
| <input type="checkbox"/> Commercial  | <input type="checkbox"/> New      |
| <input type="checkbox"/> Mobile Home | <input type="checkbox"/> Addition |

Associated Permit Number: \_\_\_\_\_  
 If no associations, new permit number: \_\_\_\_\_  
 Plans & application reviewed & approved by: \_\_\_\_\_

**ELECTRICAL PERMIT APPLICATION** Date: \_\_\_\_\_

**PROJECT INFORMATION (Please print)**



Owner of property \_\_\_\_\_

Name of tenant \_\_\_\_\_

Address \_\_\_\_\_

Lot \_\_\_\_\_ Subdivision \_\_\_\_\_

**CONTRACTOR INFORMATION**

Company name \_\_\_\_\_

Parish Registration Number \_\_\_\_\_ Phone number \_\_\_\_\_

Proposed cost of work \$ \_\_\_\_\_

Authorized signature for permit \_\_\_\_\_

**ITEM TABLE / CALCULATION OF PERMIT FEE**

Code	Item	Qty	Fee	Code	Item	Qty.	Fee
E01	Transformer		16.00	E19	Temporary Meter		20.00
E02	Line, Underground (per foot)		0.13	E20	Correct Wiring, Change-Out, Upgrade or Relocate Service		20.00
E03	Service, <= 60 amps		8.00	E21	Circuit, Branch		3.00
E04	Service, <= 100 amps		12.00	E22	Circuit, Feeder		6.00
E05	Service, <= 200 amps		14.00	E23	Motor, < 1HP (Fraction)		3.00
E06	Service, <= 400 amps		16.00	E24	Motor, 1-2 HP		6.00
E07	Service, <= 600 amps		18.00	E25	Motor, 3-5 HP		8.00
E08	Service, <= 800 amps		20.00	E26	Motor, 7.5-10 HP		10.00
E09	Service, <= 1000 amps		22.00	E27	Motor, 15 – 25 HP		12.00
E10	Service, <= 1200 amps		24.00	E28	Motor, 30 – 100 HP		16.00
E11	Service, <= 1400 amps		26.00	E29	Motor, 150 – 200 HP		20.00
E12	Service, <= 1600 amps		30.00	E30	Motor, 250+ HP		24.00
E13	Service, <= 1800 amps		34.00	E31	Swimming Pool		20.00
E14	Service, <=2000 amps		38.00	E32	Generator		40.00
E15	Service, <=2400 amps		42.00	E33	Solar Panel Installation		75.00
E16	Service, <=2500 amps		46.00	E34	Temporary Cut-In		20.00
E17	Mobile Home, Comm.		20.00	E35			
E18	Mobile Home, SFR		10.00	E36	Minimum Fee		20.00

**TOTAL FEE:** \_\_\_\_\_ Paid by:  Cash  Credit Card  Check# \_\_\_\_\_

- Residential
- Commercial
- Mobile Home
- Remodel
- New
- Addition

Associated Permit Number: \_\_\_\_\_  
 If no associations, new permit number: \_\_\_\_\_  
 Plans & application reviewed & approved by: \_\_\_\_\_