

## Questions?

The Building and Planning Departments are open from 7:30 AM – 5:30 PM, Monday through Thursday, and 7:30 AM – 12:00 PM on Friday at 500 West Walker Street. You can inquire about the status of a pool permit or with any general questions about pools with the contact information located below.

Building Department  
281-554-1429  
[building@leaguecitytx.gov](mailto:building@leaguecitytx.gov)

Planning Department  
281-554-1080  
[planning@leaguecitytx.gov](mailto:planning@leaguecitytx.gov)

### Where can I find additional information about pool permits?

Information related to the permitting process, copies of the permit applications, and additional regulations can be found here:

<https://www.leaguecity.com/1158/Pool>



City of League City  
Department of Planning and  
Development  
500 W. Walker Street  
League City, TX 77573  
Phone: (281) 554-1080

[www.leaguecity.com/49/Planning-Development](http://www.leaguecity.com/49/Planning-Development)



Department of Planning and Development

## Pools

### Pool Guidelines



## What should I check prior to applying for a permit?

The primary use of the property (single-family home) must be allowed within the zoning district and constructed on the property prior to issuance of a permit for a pool. To confirm the zoning of your property, you may contact the Planning Department at 281-554-1080, or you may view the Interactive Zoning Map on the City's website.

You should always check with your HOA prior to applying for a building permit. Often, HOA regulations differ from City regulations. Although you may have one approval, you need both bodies to sign off prior to beginning construction of a pool.

## How do I obtain a pool permit?

The Homeowner or the General Contractor must complete a Pool Permit Application Form available at the City's Land Management Offices in the Building Department or online. The licensed electrician and plumber (registered to do work in the city) must be referenced on the application along with information on any equipment to be installed. All permits are now accepted digitally. Completed permit application with all the supported documentation must be submitted as one consolidated PDF file via attachment or by the use of dropbox link. Permits should be submitted via email to [Building@leaguecitytx.gov](mailto:Building@leaguecitytx.gov).

## Where can I place my pool?

- A pool shall only be placed on a property as an accessory to a primary structure (house or other occupied building).
- A pool may be placed no closer than three (3) feet to any property line. Traditional building setbacks do not apply to pools at or below grade.
- No pool or associated underground, private drainage / utilities can be located within a utility easement, unless otherwise permitted by all franchise utility companies.
- All pool equipment must maintain a three (3)-foot clear area between the property line and the equipment.
- The water surface of a pool does not count toward the total impervious surface allowance on a lot.

## What do I need to include with my pool permit?

The Homeowner or the General Contractor is required to submit to the Building Department the following documents for Plan Review, along with a Pool Permit Application:

- Survey with and without the proposed pool.
- Copy of site plan showing the location of the pool in relation to any structures. Show the distances from water's edge to all structures, p-trap location, highlight the fence, and show the equipment location, easements and property lines.
- Pool steel detail.

## What do I need to include with my pool permit? (cont.)

- Structures and/or foundations from any structure less than 60 inches (5 feet) to the water's edge must submit an engineer proximity letter.
- P-trap location. A p-trap is required unless a home is on a septic.
- Audible alarms details are required.
- Pool equipment list, spa specs, structural specs, and deck specs should all be included on the submitted plans.
- Storm Water Pollution Prevention Plan showing the minimal BMP's being used during construction.
- Pool equipment information.
- Impervious surface calculation of the entire property.
- Vacuum breaker location.
- Glass less than 60 inches (5') to water's edge will require safety glazing.
- Signed Pool Barriers Statement (PDF) Form (residential pools only).
- Copy of Galveston County Health District application (commercial pools only).
- Fence details.