



## PLANNING AND CODE ADMINISTRATION

City of Gaithersburg · 31 South Summit Avenue · Gaithersburg, Maryland 20877 · Telephone: (301) 258-6330 · Fax: (301) 258-6336  
[plancode@gaitthersburgmd.gov](mailto:plancode@gaitthersburgmd.gov) · [www.gaithersburgmd.gov](http://www.gaithersburgmd.gov)

# SWIMMING POOL PERMIT APPLICATION

*All information must be complete to initiate processing of application*

### SUBJECT PROPERTY

Street Address \_\_\_\_\_

### APPLICANT

Business Name \_\_\_\_\_

Primary Contact \_\_\_\_\_

Street Address \_\_\_\_\_ Suite No. \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Numbers: Work \_\_\_\_\_ Cell \_\_\_\_\_ E-mail Address \_\_\_\_\_

### OWNER

Business Name \_\_\_\_\_

Primary Contact \_\_\_\_\_

Street Address \_\_\_\_\_ Suite No. \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Numbers: Work \_\_\_\_\_ Cell \_\_\_\_\_ E-mail Address \_\_\_\_\_

### DEVELOPER

Business Name \_\_\_\_\_

Primary Contact \_\_\_\_\_

Street Address \_\_\_\_\_ Suite No. \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Numbers: Work \_\_\_\_\_ Cell \_\_\_\_\_ E-mail Address \_\_\_\_\_

### ENGINEER

Business Name \_\_\_\_\_ MD Registration No. \_\_\_\_\_

Primary Contact \_\_\_\_\_

Street Address \_\_\_\_\_ Suite No. \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Numbers: Work \_\_\_\_\_ Cell \_\_\_\_\_ E-mail Address \_\_\_\_\_

### GENERAL CONTRACTOR

Business Name \_\_\_\_\_ License No. \_\_\_\_\_

Primary Contact \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Numbers: Work \_\_\_\_\_ Cell \_\_\_\_\_ E-mail Address \_\_\_\_\_

**ELECTRICAL CONTRACTOR**

Business Name \_\_\_\_\_  
Primary Contact \_\_\_\_\_ City License No. \_\_\_\_\_  
Street Address \_\_\_\_\_ Suite No. \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Telephone Numbers: Work \_\_\_\_\_ Cell \_\_\_\_\_ E-mail Address \_\_\_\_\_

**PERMIT TYPE (check one only)**

Commercial  Residential  
 New  Renovation  New  Renovation  
Building Use (check one only)  
 SFR  DUP  TWH

**WORK DESCRIPTION**

[Empty rectangular box for work description]

**PROJECT DETAIL INFORMATION**

Maximum Depth of Pool \_\_\_\_\_  
Approved Site Plan Number \_\_\_\_\_  
Site Permit Number \_\_\_\_\_  
Total Cost of Construction (do not leave blank) \_\_\_\_\_

**RESIDENTIAL POOLS ONLY**

TYPE OF DECK  Concrete Slab  Suspended Wood  No Deck  Other (please specify) \_\_\_\_\_

Indicate Height of Any Existing Fence \_\_\_\_\_

**Applicant's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**REQUIRED SUBMITTALS**

- Construction Drawings: Three (3) hard copies, One (1) digital copy DWF (preferred) or PDF
- Set of Elevations: One (1) hard copy, One (1) digital copy DWF (preferred) or PDF
- One (1) digital copy of site plan or house plat with changes drawn to scale
- Digital copy of Homeowner Association letter of approval (if applicable)