

# PERMIT GUIDE For INGROUND POOL



[www.talbotcountymd.gov](http://www.talbotcountymd.gov)

215 Bay Street, Suite 3  
Easton, MD 21601  
410-770-6840



The Office of Permits and Inspections  
Talbot County, Maryland

## Building Permit

- A building permit is required prior to construction of an in-ground pool in Talbot County. A building permit application may be obtained from the Talbot County Office of Permits and Inspections located at 215 Bay Street, Suite 3, Easton, Maryland. Applications are accepted between 8:00 a.m. and 4:00 p.m. Monday – Friday. A fee for a building permit is based upon the value of the pool construction project. Each applicant is required to fill out the **entire** permit application and sign and date the bottom.

## Site Plans

- Submit (4) Site Plans showing the following:
- Drawn to a standard engineering scale of 1"=10', 1"=20', 1"=50', etc. with scale noted on plan.
- The site plan and all existing and proposed structures and improvements shall be drawn to the same scale.
- Location and dimensions of all roads, easements, property lines and natural features.
- Setbacks from property boundary lines, shorelines, streams, and

wetlands to the proposed structure(s).

- All structures shall be shown on site plans and be properly labeled in order to be accepted.
- The location of the existing septic system and the Sewage Disposal Area (SDA) if applicable. Include the location of the septic tank(s) and the location of the distribution system (tile fields & distribution box or dry well). ***If the applicant is unclear as to the location of the SDA, the applicant may contact the Office of Environmental Health to review the records. If an approved SDA exists on site, both the SDA and septic system must be shown on the plan.***
- The location of the well, labeled as existing or proposed.
- The location of the driveway, labeled as existing or proposed.
- Pool equipment must be shown on site plan (permit application must state what type of pool is being constructed, example vinyl or concrete).

### **Construction Drawings**

- Two (2) copies of the construction drawings. The construction drawings shall show all construction details as they pertain to the pool project. Concrete pools must have engineered sealed drawings.
- In addition to the building permit an electrical permit will also be required for any electrical work associated with the pool construction.
- Before the permit is approved, a stakeout inspection will be completed by a County Building Inspector to verify that the pool, pool equipment, pool decking and pool barrier placement complies with County setback requirements. (If the pool and deck are located within 110' or less of mean high water, the shoreline must be staked by a professional surveyor prior to this office doing a site inspection.) After the stakeout inspection is completed and approval is granted, the building permit will be issued.
- In-ground pools are required to have a barrier to provide protection against potential drowning by restricting access through the use of physical barriers and warning devices (2015 International Swimming Pool and Spa Code; Section 305)

- If your construction is determined to be in a Special Flood Hazard Area (SFHA), compliance with the Talbot County Floodplain Management Code is required.
- For property served by well and/or septic systems, the County Environmental Health Department will review the project for compliance with appropriate setback requirements.

### **Inspections**

- Electrical bonding for concrete pools (MDIA) 410-822-8300.
- Excavation, **steel placement and pool drains** –performed by the office of Permits and Inspections.
- Electrical final including deck bonding (if applicable) (MDIA) 410-822-8300.
- Building final. Performed by the office of Permits and Inspections. (The final building inspection includes deck completion, final grading and completion of barrier).
- To request inspections, please contact the Office of Permits and Inspections at 410-770-6840

- Construction must begin within 9 months and be completed within 18 months of issuance.
- A Certificate of Completion will be issued only after the project has passed all necessary inspections.

**This brochure *may not* address all situations but is intended to provide general information for the permitting process.**

Please contact the Office of Permits and Inspections at 410-770-6840 with any questions or our website for obtaining a permit package of requirements and application forms.

*In-Ground Pool Permit Guide*  
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