

City of Valley Park

320 Benton Valley Park MO 63088 Phone (636)225-5171 Fax (636)225-0643

Swimming Pool Permit Guide Sheet

General:

A Complete building permit application, along with three (3) sets of plans may be submitted to the Valley Park City Hall at 320 Benton St. between 8:00 AM and 4:30 PM, Monday through Friday.

The plan review takes on the average of 2 to 3 working days. When approved, the applicant will be notified.

This is intended as a general guideline, additional items may vary or additional items may be required. Failure to submit all of the below listed information will result in a delay in processing your permit application.

Plan Requirements:

1. Plot Plan – Must show location of pool/spa/hot tub with measurements to the property lines and structures. Indicated utilities within 50' of the proposed location, equipment, deck size and location, and location of enclosure (fence).
2. POOL/SPA/HOT TUB – Specifications – Design from contractor, dealer, or manufacturer with engineers seal and signature, if in ground. A soil engineers report may also be required.
3. ADDITIONAL INFORMATION IF OR AS REQUIRED.
4. AMEREN UE APPROVAL LETTER – Contact Bob Bailey, District Engineer at (314) 992-8919

Three total plans sets will be required for submission.

Inspections

1. Above ground: a) One inspection upon completion of the project.
2. In ground: a) First inspection upon completion of excavation.
 b) Second inspection upon completion of the project.