



BUILDING DEPARTMENT

190 Malabar Road SW • Suite 105 • Palm Bay, Florida 32907

Phone: 321-953-8924 •

Email: permitinfo@palmbayflorida.org

Website: <https://ims.palmbayflorida.org/ims>



SWIMMING POOL ELECTRICAL PLAN REVIEW CHECKLIST

Based on the 8th Edition 2023 Florida Building Code & 2020 NEC

Required Documentation

- 1. Location of the following on a Site Plan (NEC 680.22 (7) (C))**
 - a. Existing Service (NEC 215.5, NEC 680.9)
 - b. Existing Panel (NEC 215.5)
 - c. New Pool/Spa Bonding to all required locations and/or equipment (NEC 680.26, NEC 680.26 (B) (1) thru (7))
 - d. Required Receptacle Location (NEC 680.22 (A) (1))
 - e. New Pool/Spa Pumps (if applicable) (NEC 680.22 (C))
 - f. New Pool/Spa Heaters (if applicable) (NEC 680.22 (C))
 - g. New Pool/Spa Lights (if applicable) (NEC 680.23 (A) (5))
 - h. New Pool/Spa Controls (if applicable) (NEC 680.22 (C))
 - i. Lighting Transformers (if applicable) (NEC 680.22 (C))
 - j. Lighting Deck Boxes (if applicable) (NEC 680.22 (C))

- 2. Wiring Methods to each of the following (including breaker size, breaker type, conduit size, conduit type, wire/conductor type, wiring/conductor size & disconnecting means)**
 - a. New Pool/Spa Pumps (if applicable) (ALL OF NEC 680.21, NEC 680.13)
 - b. New Pool/Spa Heaters (if applicable) (NEC 680.10, NEC 680.13)
 - c. New Pool/Spa Controls (if applicable) (NEC 680.13, NEC 680.23 (2))
 - d. New Pool/Spa Lights (if applicable) (NEC 680.11, NEC 680.23 (2), NEC 680.23 (B) (1) thru (6))
 - e. Lighting Transformers (if applicable) (NEC 680.13, NEC 680.23 (2))c
 - f. Lighting Deck Boxes (if applicable) (NEC 680.11, ALL NEC 680.24, NEC 680.23 (A) (5))

- 3. Riser Diagram for the following (that shows AMPS, VOLTAGE, PHASE, FEEDER SIZE, CIRCUIT SPACES)**
 - a. Existing meter (NEC 215.5)
 - b. Main Breaker/Disconnect (NEC 230.70)



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c. Existing Panel (NEC 215.5)

d. New pool/spa Panels, Pumps, heaters, or any other Equipment (FBC 107.2.1, NEC110.3)

4. Panel Schedule with circuit numbers for any new circuits added. (FBC 107.2.1)

5. Load Calculation showing new and existing loads on service (electric pool heater installs only)

(ALL NEC 220)

6. ALL OF THE ABOVE Sheets, Diagrams and Schedules need to be Signed by the person responsible for the design. Also, It should include their printed name and license number (if applicable) (FBC 107.2.1)

All documents are required to be electronically submitted through the IMS portal. The portal is an online application for the permit and all required information must be entered. When uploading documents, the "Requested Files" will only accept one (1) PDF, any additional files may be uploaded to the "Additional Uploads". Plans must be digitally signed and sealed by a Florida Licensed Architect/Engineer. To apply for a permit, you must register on the IMS portal. To learn how to register, please follow this link: [IMS Instructional Videos | City of Palm Bay, FL \(palmbayflorida.org\)](#). For assistance on this and other IMS questions please contact our office.

Approvals of other City of Palm Bay Departments must be obtained prior to the issuance of the permit.

Note: Additional documents may be required upon request by the Building Official.

