

BUILDING PERMIT REQUIREMENTS AND PROCEDURES FOR SWIMMING POOLS, HOT TUBS AND SPAS

A PERMIT IS REQUIRED TO CONSTRUCT ANY OF THE FOLLOWING:

ABOVE-GROUND POOL

(Defined as any pool or structure designed to hold greater than twenty-four (24") inches water depth)

IN-GROUND POOL

SPA - (Placed outside of home)

HOT TUB - (Placed outside of home)

Note: Swimming pools that are less than 24" in water depth are not regulated by the Building/Zoning Codes and DO NOT require a building or zoning permit.

THE FOLLOWING ITEMS ARE NEEDED FOR A PERMIT APPLICATION:

1. LOT SURVEY OR PLOT PLAN

- Copy of your lot survey or plot plan showing the proposed location of the swimming pool, spa or hot tub.
- Locate the pool, spa or hot tub on the copy of your plot plan by drawing/sketching it on the plot plan, as close to scale as possible, showing where it will be situated on the property and noting the distances the pool, spa or hot tub will be from your property lines.

2. CONSTRUCTION DRAWING REQUIREMENTS

ABOVE-GROUND POOL, IN-GROUND POOL, SPA OR HOT TUB PLANS PROVIDE:

- **TWO (2) COPIES OF DETAILS/SPECIFICATIONS FROM THE POOL, SPA OR HOT TUB MANUFACTURER THAT IDENTIFY THE DESIGN OF THE POOL, SPA OR HOT TUB**
- **DECKS - SURROUNDING ABOVE-GROUND POOLS, SPAS OR HOT TUBS**

Two (2) copies of detailed construction drawings which identify:

1. SIZE OF POSTS AND FOOTER DESIGN
2. SIZE AND SPACING OF FLOOR JOIST
3. SIZE AND MATERIALS OF ANY BEAM SUPPORTING THE DECK
4. HANDRAILS, FENCE/WALL DETAILS
5. DETAILS THAT IDENTIFY ALL REQUIRED FENCES/WALLS, GATES, LOCKING DEVICES, DOOR ALARMS, SAFETY COVERS, ETC.

3. APPLICATION

Complete the CONSTRUCTION PERMIT APPLICATION form(s) and check the box titled "New Construction".

4. ELECTRICAL

If there is electrical work to be done that requires a permit/inspection complete the section for "Electrical Permit" on the application form and check the appropriate boxes under "Swimming Pools" on the Electrical Permit section.

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SWIMMING POOL/SPA/HOT TUB REQUIREMENT GUIDELINES

NOTE: Swimming pools, spas and hot tubs must be installed per Chapter 41 and Appendix G of the 2006 International Residential Code. It is the building permit applicant's responsibility to know and construct the swimming pool/spa/hot tub to these requirements.

I. FENCES/WALLS – Pools/spas/hot tubs

Every outdoor swimming pool, spa or hot tub shall be completely surrounded by a fence or wall not less than four (4) feet in height or have an approved safety cover for spas and hot tubs only. Fences/walls shall not have openings, holes or gaps that allow passage of a four (4) inch diameter sphere. The maximum vertical clearance between grade and the bottom of the barrier shall be two (2) inches.

II. ABOVE GROUND POOLS

A. SIDEWALL – If the pool is constructed above ground it shall have a four (4) foot minimum sheer sidewall to the pool. The sheer sidewall shall serve as a fence/wall provided that ladders or climbing devices are properly secured when the pool is not in use.

B. GRADE OF YARD IS NOT LEVEL - When the grade of a yard is not level and must therefore be cut into, the four (4) foot height of the sidewall must be maintained for four (4) feet horizontally all around the pool. (Four (4) feet vertically and four (4) feet horizontally.)

C. INTERCONNECTED HOUSE, DECK AND POOL - Where the house, deck and pool are all interconnected, continuous or open to each other, a four (4) foot high fence/wall with self closing and latching gate(s) must be installed or an alarm system must be installed on all house doors that open to the pool area. Reference “Gates” for the locking mechanism requirements or “In-Ground Pools” for the alarm requirements. All steps to the deck must also have a self-closing and latching device that meet the “Gate Requirements”. All gates are required to swing outward.

D. FILTERS, PUMPS, ELECTRICAL DEVICES - If the pool is equipped with mechanical equipment such as filters, pumps, and electrical devices, said equipment shall be enclosed within a four (4) foot fence or a sheer four (4) foot side wall so as to prevent individuals from climbing onto the equipment and thence climbing into the pool. Applicant may also install this equipment four (4) feet away from the pool as an alternative to fencing the equipment.

III. IN-GROUND POOLS

Where a wall of a home serves as part of the barrier, the pool must be equipped with an approved safety cover or all doors from the house that open into the pool area must be equipped with an audible alarm that meets Section AG105.2.9.9.2 or a fence/wall which meets code must be installed between the pool and the home.

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IV. GATES - Pools/spas/hot tubs

All gates shall be equipped with a self closing, self latching device for keeping the gate or door securely closed at all times. Where the release mechanism is located less than 54 inches from the bottom of the gate, the release mechanism and openings shall comply with the following:

- The release mechanism shall be located on the pool side of the gate at least 3 inches below the top of the gate. The gate and barrier shall have no opening greater than 0.5 inch within 18 inches of the release mechanism.
- All gates shall swing outward.

V. ELECTRICAL WIRING & EQUIPMENT - Pools/spas/hot tubs

All electrical equipment and wiring for swimming pools, spas or hot tubs shall be installed and inspected as per Chapter 41 of the 2006 International Residential Code. The section titled “Electrical Permit” must be completed on the application form and the appropriate boxes for Swimming pool need checked on the electrical worksheet.