



CONTRACTOR CHECKLIST FOR POOLS

Include this completed form with your application.

Please check off each item using ink.

Applications for pool permits are frequently delayed for a few common reasons. In order to speed the process, please use this checklist and include it with your permit application. Using this checklist will help ensure that everyone's applications continue to be processed quickly and efficiently.

I. ANGLE OF REPOSE

Make sure that all dimensions appear on the drawing that includes your Angle of Repose.[]

II. CROSS SECTION OF POOL

Make sure your drawings include details of all reinforcement.[]

III. POOL EQUIPMENT LIST

Every piece of equipment must be listed. Please make sure that your equipment list is complete and correct before submitting your plans.[]

IV. EQUIPMENT LOCATIONS

Drawings must clearly show the location of all equipment and (when required) the sound mitigating wall(s).[]

V. UTILITIES

Show electrical service line in relation to water's edge. Ensure overhead clearance of ten feet (10') and/or underground clearance of five feet (5') from water's edge.[]

Show any underground lines (i.e. sewer and cleanout lines) in or near the pool area.[]

VI. LOCATIONS OF ALL LADDERS, STEPS & SWIM OUTS IN POOLS GREATER THAN 5'[]

VII. DECK SPECIFICATIONS

Make sure that plans clearly show the type of deck (including materials and specifications), footer dimensions, rebar, and outline of deck area.[]

VIII. DRAINS

Indicate on the plans the location of the two main drains meeting ASME/ANSI a 112.19.8[]

Provide two (2) copies of specifications for the main drains and covers.[]

IX. VACUUM RELIEF SYSTEM

Provide two (2) copies of engineered drawings for vacuum relief system.[]

X. SWIMMING POOL, SPA AND HOT TUB SAFETY ACT

Provide form with original signature of contractor and original signature(s) or owner(s), plus one (1) copy[]

Provide specifications and/or installation instructions for enclosure, cover, alarm system and all other equipment used to comply with the Act.[]

If using a "baby fence" to comply with the Act, make sure that drawings clearly show that the posts will be installed in a proper footer.[]

X1. Provide a drainage plan (must be signed and sealed if in an A or V zone).....[]

X11. Any swimming pool or spa addition or remodel will be required to have a backflow installed prior to the pool final. If there is an existing backflow on the site a current certification will be required prior to final.....[]

X111. When a pool/spa heater is being installed provide cover specifications. (2 copies).....[]