



# Swimming Pools • Spas • Hot Tubs

## Plan Submittal Checklist

### Purpose

This handout summarizes the requirements for a complete plan review submittal for private residential swimming pools and spas in single-family homes. In-ground swimming pools will require a normal plan review submittal. Permits for above-ground hot tubs or spas may be issued over-the-counter provided all the code regulations and plan criteria are met. The following guideline shall be reviewed before commencing any work.

### Permits Required

A swimming pool permit is required for all indoor and outdoor swimming pools, and in-ground and above-ground spas or hot tubs.

**Exceptions:** No permit is required for these types of installations (Dublin Municipal Code 7.28.290):

- Swimming, bathing and wading pools, and fish ponds not exceeding eighteen inches in depth.
- Prefabricated swimming pools, spas or hot tubs not exceeding four feet in depth if resting on the surface of the ground or a concrete slab on the ground.

**Note:** A permit is required for electrical connections other than plug in.

### Additional Approvals

#### Planning

Contact the **Planning Division** at (925) 833-6610 for verification of setback distances to property lines.

#### Public Works

Staff reviews plans to confirm location of utility easements, site grading, site drainage and location of geogrid systems.

#### Dublin San Ramon Services District (DSRSD)

Pre-approval must be obtained from **DSRSD** prior to submittal for easement verification. Please contact them directly at (925) 828-0515 or stop by their office located at 7051 Dublin Blvd, Dublin CA 94568.

### Plan Submittal for Construction

#### A. Plans for In-Ground Swimming Pools

- Site plan. Four (4) sets to include lot dimensions; setback distances from property lines and from other accessory building structures to the swimming pool. Location of all existing utility easements, existing/proposed retaining walls, and drainage. Locations of pool equipment, disconnects, breaker size, electrical panel, and gas meter. Location of electrical outlets within 20-ft of the pool; depth of pool.
- Structural Plans. Two (2) sets of stamped and wet-signed engineered calculations and steel schedule prepared by a CA Licensed Engineer.

#### B. Plans for Self-contained, Above-Ground (Portable) Spas or Hot Tubs

- Site plan. Three (3) sets to include lot dimensions; setback distances from property lines and building structures to the spa/hot tub. Location of all existing utility easements; disconnects, and breaker size. Receptacle outlets within 20-ft of the hot tub/spa; type of conduit; existing service panel and amperage.

Set back dimensions must be approved by the Planning Division prior to permit application submittal.

### Code Requirements

#### Safety Features (2016 CBC, SB 442)

The swimming pool or spa shall be equipped with at least two of seven safety features required by Section 3109.4.4.2.

#### Barriers for Outdoor Swimming Pools, In-Ground Spas or Hot Tubs

The swimming pool or spa area, or the entire property or yard area on which it is located, shall be equipped with a perimeter yard barrier meeting the following: (CBC Section 3109.4)

1. Top of the barrier shall be not less than 60-in above grade measured on the side of the barrier facing away from the pool; 2-in maximum vertical clearance is allowed from the bottom of the

barrier to the grade on the side facing away from the pool.

2. Openings in barriers shall not allow passage of a 4-in diameter sphere.
3. When barriers have horizontal and vertical members, and the spacing is more than 45-in between the tops of the horizontal members, spacing between vertical members shall not be greater than 4-in.
4. Chain link fences used as the barrier shall have a mesh size of 2¼-in square maximum.
5. Barriers composed of diagonal members shall have a maximum opening 1¾-in maximum.
6. Pedestrian access gates shall open outward away from the pool, be self-closing, and have a self-latching device placed no lower than 60-in above the ground. Where the release mechanism of the self-latching device is located less than 54-in from the bottom of the gate, the release mechanism shall be located on the pool side of the barrier at least 3-in below the top of the gate and, the gate and barrier shall have no opening greater than ½-in within 18-in of the release mechanism.
7. Where a wall of a dwelling unit serves as part of the barrier one of the following shall apply:
  - Doors with direct access to the pool shall be equipped with an alarm that produces an audible warning when the door is opened.
  - The pool shall be equipped with a power safety cover.
  - Other means of protection shall be acceptable and approved by the Building Official as long as the degree of protection afforded is not less than the protection afforded by the alarm system described above.
8. Where an aboveground pool structure is used as a barrier or where the barrier is mounted on top of the pool structure and the means of access is a ladder or steps one of the following shall apply:
  - The ladder or steps shall be capable of being secured, locked or removed to prevent access.
  - The ladder or steps shall be surrounded by a barrier which meets the requirements of Items 1 through 7 above.

### Barriers for Self-contained Spas or Hot Tubs

Provided the self-contained spa or hot tub is equipped with a **listed safety cover**, it shall be exempted from the barrier requirements. If no cover information is available, follow the same barrier protections as for a swimming pool.

### Electrical Requirements (2016 CEC)

- Location and type of electrical service (underground or overhead).

- At least one 125 volt, 15 or 20 amp receptacle shall be located not closer than 6-ft and not farther than 20-ft from the inside wall of the pool. (CEC Art. 680.22)
- Wiring for a single-family dwelling pool or spa shall be copper or aluminum.
- Underground wiring must be installed in Rigid Metallic Conduit or other approved method. (CEC Art. 680.21 (A)(1))
- All 15 and 20 amp, single phase receptacles located within 20-ft shall be GFCI. (CEC Art. 680.22(4))

### Plumbing Requirements (2016 CPC)

- Gas line sized per CPC Table 1216.2.
- 12-in minimum burial for underground gas lines.
- Gas lines within garage or house, exposed but protected from elements, may be black iron or galvanized piping.
- A gas shut-off valve within 3-ft of the heater.
- Hose bibs within 20-ft of water line must have an anti-siphon device.

### Inspection Guidelines

#### Indoor or Outdoor Swimming Pools

1. **Pre-Permitting Site Inspection.** Required prior to the issuance of a permit. The applicant shall schedule the site inspection after being notified that the plans have been approved by all the Departments. The inspection will ensure there are no concerns with slope, access to pool, existing easement locations, etc.
2. **Pre-Gunite.** Steel (rebar) placement; plumbing under pressure test. A minimum pressure test of 50 PSI for 15 minutes for water line and 10 PSI for 15 minutes for gas line will be performed. Electric installed; bonding of pool and spa steel.
3. **Pre-deck.** Steel (grid structure), all plumbing and electric must be installed.
4. **Pre-plaster.** Prior to filling the pool with water, verify barrier installation (e.g., fence, gates, door alarms).
5. **Final.** Final grading; location of all equipment is in operation; pool must be filled.

#### Spas and Hot Tubs

1. **Underground Electrical & Plumbing.** Required if plumbing lines or electric lines are placed underground.
2. **Final.** Approved safety cover or other barrier installation; all equipment operational.

### Questions

Contact the **Building & Safety Division** at (925) **833-6620** for inquiries on plan check submittal and fees.