Public Works
Building Inspection
311 Vernon Street
Roseville, California 95678-2649
916.774.5332 fax 916.774.5394

Swimming Pool Permit Checklist

Name _____

Address _____

Date _____

SUBMIT THREE COPIES OF THE FOLLOWING ITEMS FOR SWIMMING POOL PERMITS

Plot Plans shall indicate the following:

- ❑ Drawn to an appropriate scale
- ❑ Dimensions of all property lines with a north arrow
- ❑ Location of all mechanical equipment, type and size of pool equipment and plumbing
- ❑ BTU rating of gas appliances including diameter & length of each segment of gas run
- ❑ Location of all easements (including Public Utility Easements) and required setbacks
- ❑ Type of electric service currently on home (overhead / underground)
- ❑ Location of electric panel and gas meter
- ❑ Direction of surface water drainage and direction of flow of the deck drain (using arrows)
- ❑ Pool fencing design and location to show enclosure around the pool area
- ❑ All gates to indicate swing away from pool
- ❑ Point of access across property line for pool construction equipment
- ❑ Wall height and slope for any retaining walls that are part of the proposed construction
- ❑ Contractor must indicate if there is existing damage to sidewalk at access route to yard

SUBMIT TWO COPIES OF THE FOLLOWING ITEMS FOR SWIMMING POOL PERMITS

Swimming Pool Forms/Letters to be included with submission:

- ❑ *Swimming Pool Requirements for the City of Roseville* form*
- ❑ *Swimming Pool Acknowledgement* form*
- ❑ *Electrical Load Worksheet**
- ❑ Engineering sheet wet stamped/signed by a licensed engineer to include highlighted details
- ❑ Copy of contract (only one copy required)
- ❑ Letter of Permission for access across a neighbor's lot (if required)
- ❑ Letter of Encroachment for access across publicly owned land (if required)
- ❑ Letter of Authorization on company letterhead including contractors license number must be on file for contractors representatives

* Available on City of Roseville website (www.roseville.ca.us)

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SWIMMING POOL REQUIREMENTS

PLAN AND CONSTRUCTION DETAILS:

- Construction details must be stamped and signed by a licensed engineer.
- Plot plan must show all easements, existing structures, retaining walls, electrical panel location(s) and all overhead & underground electrical lines.
- Dimensions from the pool to all property lines must be indicated on plot plans.
- Pool equipment and other structures such as diving boards, ladders, diving rocks, slides and other devices must be shown on the plans.
- Indicate all drainage using arrows on the plot plans
- Indicate fence location and design on pool plans.

DESIGN REQUIREMENTS:

- Minimum setback for pool structures is 3 feet from the back of the bond beam to the property line.
- Pool structure must not encroach any easement(s).
- Venting for gas pool heaters shall terminate not less than 4' from any opening or air inlet to the building.
- Clearance from combustibles to pool heaters shall be per manufacturer's specifications.
- Pools must meet the requirements of the Uniform Swimming Pool Code, the California Electric Code (CEC) and the California Building Code (CBC).

CONSTRUCTION REQUIREMENTS:

- It will be the responsibility of the pool contractor to keep all streets, curbs, gutters and sidewalks clean and free of dirt, concrete and other debris, used in the construction of swimming pools.
- Construction materials such as dirt, sand and cement shall not be washed into the gutter or storm drain.
- The City of Roseville Grading Ordinance and the California Penal Code Section 374.3(b) prohibit dumping of material on public or private property within the City limits and without the consent of the owner. Violators will be subject to fines.
- All fences and gates must be in place when work is completed daily so pool is not accessible by anyone other than property owners.
- All broken sidewalks must be fully repaired prior to the final inspection.
- No pool shall be filled with water before the pre-plaster inspection is approved.
- The grading must be complete prior to final inspection. This includes 2% drainage away from the house and all drainage sloping to the street. Note: It is the responsibility of the contractor to see that the grading is completed. All homeowners will be referred back to the contractor for clarification.

Due to liability reasons, the City of Roseville **will not** make any inspections unless there is an adult present or an authorizing note is left on the front door allowing the inspector to enter the rear yard. **All animals to be restrained!**

Date _____

Pool Company_____

Pool Company Representative (Print Name) _____

Signature of Pool Company Representative_____

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Swimming Pool Plumbing, Mechanical & Energy Requirements

Based on the 2010 California Mechanical Code (CMC), the 2010 California Plumbing Code (CPC), and the 2008 Energy Code (Res)

1) Backflow prevention required at water supply per CPC Table 6 – 2.

    a.) Manual fill: use AVB (Atmospheric Vacuum Breaker)
    b.) Auto fill / auto chlorinator: use PVB (Pressure Vacuum Breaker)

2) The swimming pool or spa shall have at least two circulation drains per pump that shall be hydraulically balanced and symmetrically plumbed through one or more T fittings, and that are separated by a distance of at least 3' in any dimension between the drains. Suction outlets that are less than 12" across shall be covered with antientrapment grates, as specified in the ASME/ANSI standard A 112.19.8, that cannot be removed except with the use of tools. Slots of openings in the grates or similar protective devices shall be of a shape, area and arrangement that would prevent physical entrapment and would pose any suction hazard to bathers, per CBC 3109.4.4.8(2).

3) At least 36" of pipe between the filter and the heater to allow for future addition of solar heating required. Per 2008 Building Energy Efficiency Standards (BEES)

4) All pools constructed with pool heaters require a pool cover. Per 2008 Building Energy Efficiency Standards (BEES)

5) A mechanical draft venting system of other than direct vent type shall terminate at least 4' below, 4' horizontally from or 1' above any door, operable window, or gravity air inlet into any building. The bottom of the vent terminal shall be located at least 12" above grade. Per CMC 802.8.2

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Swimming Pool Enclosure and Fencing Requirements

Based on the 2010 California Building Code (CBC)

An enclosure shall have all of the following per CBC 3109.4.4.3:

1) Any access gates through the enclosure open away from the swimming pool and are self closing with a self latching device placed no lower than 60” above the ground.
2) A minimum height of 60”.
3) A maximum vertical clearance from the ground to the bottom of the enclosure of 2”.
4) Gaps or voids, if any, do not allow passage of a sphere equal to or greater than 4” in diameter.
5) An outside surface free of protrusions, cavities or other physical characteristics that would serve as handholds or footholds that could enable a child below the age of 5 years to climb over.

Fencing Requirements:

1.) Closely spaced horizontal members:

a.) Where the barriers is composed of horizontal and vertical members and the distance between the tops of the horizontal members is less than 45”, the horizontal members shall be located on the swimming pool side of the fence. Spacing between vertical members shall not exceed 1.75” in width. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 1.75” in width. Per CBC 3109.4.1.3

2.) Widely space horizontal members:

a.) Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45” or more, spacing between vertical members shall not exceed 4”. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 1.75” in width. Per CBC 3109.4.1.4

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Swimming Pool Electrical Requirements

Based on the 2010 California Electrical Code (CEC)

1) All metals within 5' horizontally of the inside walls of the pool and 12' vertically of maximum water level of pool to be bonded. Per CEC 680.26 (B)(7)

2) Receptacles that provide power for water pump motors or for other loads directly related to the circulation and sanitations system that are 125v or 240v whether by receptacle or direct connection shall be provided with GFCI protection. They shall also be located at least 10' from the inside walls of the pool, or not less than 6' from the inside walls of the pool if they meet all of the requirements of CEC 680.22

3) Where a permanently installed pool is installed at a dwelling unit, no fewer than 1 – 125 volt, 15 or 20 amp receptacle on a general purpose branch circuit shall be located not less than 6' from and not more than 20' from the inside wall of the pool. Per CEC 680.22 (A)(3)

4) Equipotential Bonding Grid: The parts specified in 680.26(B) shall be connected to an equipotential bonding grid with a solid copper conductor, insulated, covered or bare, not smaller than 8AWG or rigid metal conduit of brass or other identified corrosion resistant metal conduit. Connection shall be made by exothermic welding or by listed pressure connectors or clamps that are labeled as being suitable for the purpose and are of stainless steel, brass, copper or copper alloy. The equipotential common bonding grid shall extend under paved and unpaved surfaces for 3' horizontally beyond the inside walls of the pool and shall be permitted to be any of the following:

   4.1) Structural reinforcing steel. The structural reinforcing steel of a concrete pool where the reinforcing rods are bonded together by the usual steel tie wires or the equivalent
   4.2) Bolted or welded metal pools. The wall of a bolted or welded metal pool
   4.3) Alternate means. This system shall be permitted to be constructed as specified (A)-(F)

      A.) Materials and connections. The grid shall be construction of minimum 8AWG bare solid copper conductors. Conductors shall be bonded to each other at all points of crossing. Connections shall be made per CEC 680.26 (D).

      B.) Grid structure. The equipotential bonding grid shall cover the contour of the pool and the pool deck extending 3' horizontally from the inside walls of the pool. The equipotential bonding grid shall be arranged in a 12" x 12" network of conductors in a uniformly space perpendicular grid pattern with tolerance of 4".

      C.) Securing. The below grade grid shall be secured within or under the pool and deck media. Per CEC 680.26 (C)

      D.) Per CEC 680.28(B)(1)(b) Swimming pools made of fiberglass and vinyl shall be considered non conductive.

      E.) All metal parts used to secure vinyl pool liners shall be bonded to the equipotential bonding grid.

      F.) Per CEC 680.26 (C) an intentional bond of 9" sq shall be installed in contact with the pool water of non conductive swimming pools

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Electric Load Worksheet

Address: _____ **Date**:_____

Phone :_____ **Gas Furnace (Y/N)** _____ **Building - Sq. Ft**:_____

Rating of:		**Watts*** x **%** = **Total(a)**	
Electric Furnace	NPR (Name Plate Rating)	_____ x .65 = _____	**Enter the largest value (watts) from Total (a)** ⇩
Air Conditioning	NPR _____x 1.00 =	_____ x 1.00 = _____	
Heat Pump	NPR	_____ x 1.00 = _____	
Heater Rating (Less than 4 rooms)		_____ x .65 = _____	
Heater Rating (More than 4 rooms)		_____ x 1.00 = _____	

Quantity	Item		**Watts***	
_____	Sq. Ft. x 3 watts per sq. ft.	=	_____	**Add this value to calculations below** ⇩
_____	20 Amp appliance circuits @ 1500 watts ea.	=	_____	
_____	Ranges NPR	=	_____	
_____	Ovens NPR	=	_____	
_____	Water Heater NPR	=	_____	
_____	Dishwasher NPR	=	_____	
_____	Garbage Disposal NPR	=	_____	
_____	Washer NPR	=	_____	
_____	Dryer NPR	=	_____	
_____	Motor loads NPR	=	_____	
_____	Other loads	=	_____	
	Sub Panel Total (from below)	=	_____	
		Subtotal =	_____	
		Less -	10,000	**+** 10,000
		Total =	_____	x.40 = + _____
			Grand Total (Watts)	= _____

***Watts = Volts x Amps**

Grand Total (watts) _____ ÷ 240 Volts = _____ Service Load (Amps)
Service size: _____ Amps

Are sub-panels to be installed ?_____ How many? _____
Amp Rating?_____ Wire Size? _____

_____	Motor loads NPR	=	_____
_____	Other loads	=	_____
_____	Other loads	=	_____
	Sub Panel Total	=	_____

_____ _____
(Print name)-Electrical Contractor / Owner - Builder State License number

_____
(Signature) - Electrical Contractor / Owner - Builder

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Swimming Pool Alarm Requirements

Based on the 2010 California Building Code (CBC)

Where a wall of a dwelling serves as part of a barrier, one of the following shall apply:

1). Doors with direct access to the pool through that wall shall be equipped with an alarm that produces an audible warning when the door and/or its screen, if present, are opened. The alarm shall be listed in accordance with UL 2017 and shall meet the requirements of the California Building Code 3109.4.1.8 which states:

*In dwellings **not required** to be Accessible units, Type A or Type B units, the deactivation switch shall be located 54 inches or more above the threshold of the door. In dwellings **required** to be Accessible units, Type A or Type B units, The deactivation switch shall be located at 54 inches maximum and 48 inches minimum above the threshold of the door.*

2.) The pool shall be equipped with a power safety cover that complies with ASTM F1346.

3.) Other means of protection, such as self closing doors with self latching devices, which are Approved, shall be accepted so long as the degree of protection afforded is not less than protection afforded by Section 3109.4.1.8, Item 1 or 2.

Swimming Pool Acknowledgement Form

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HOMEOWNER MUST READ AND SIGN. THIS FORM MUST BE SUBMITTED UPON REQUEST FOR PLAN CHECK

Address (please print): _____

Owners Name**:** _____

Name of Pool Contractor:_____

As the owner of record for the above referenced address, the City of Roseville Building Division wants you to be aware that by state law we enforce the California Building Code, California Electric Code, Uniform Swimming Pool, Spa & Hot Tub Code and Title 24 Energy Requirements.

Because of the increased electrical load that is caused by pool equipment, the pool contractor is required to calculate the total electrical load that will apply once the pool/spa is installed. It is required that your pool contractor complete the City of Roseville's Electrical Load Calculation Sheet and submit it along with your pool plans for plan check.

Plan check takes approximately 3 weeks and we suggest that excavation does not start until plans are approved and your permit is issued. Should excavation start prior to issuance of permit, it is at the risk of the pool company.

Your pool contractor shall request the following inspections when ready: **Pre-gunite, Pre-deck, Pre-plaster and Final**.

The pool contractor needs to inform you prior to the inspection date. In the event you cannot be home the day of the inspection, an authorization note must be left on the front door giving the inspector permission to enter the rear yard. Note: All animals shall be restrained!

All fencing must be replaced when the pool contractor is not working on site. If fencing is left down, an inspection will not be given. Also, please refer to your pool contractor should you have any questions on your lot grading.

I HAVE READ THE ABOVE AND UNDERSTAND MY RESPONSIBILITY AS THE HOMEOWNER.

Owners Name:_____
(Please print)

Owners Signature:_____

Date:_____

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Swimming Pool Access Agreement

Please Print Clearly

Date _____
(*full date*)

To Whom It May Concern:

I, _____am the property owner of
(*full name*)

_____, Roseville, CA
(*address*)

and have applied for a building permit to construct a swimming pool at this location. The plans for this pool show access to the work site through my neighbor's property. I understand that City approval of my plans does not constitute authority to access their property, and that this approval is solely up to my neighbor.

Sincerely,

_____
(*Homeowner Signature*)

_____, Roseville, CA
(*address*)

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Notice To Pool Contractors

The City of Roseville is enforcing the following field inspections on all swimming pools and spas. Following are some basic guidelines.

1. Pre-gunite:

- All reinforcement is in place
- Underground electrical conduit is in trench.
- Bonding to pool, equipment pad, light niche, all metal objects within 5' of pool
- Gas piping in trench and on test
- Water lines on test at 35 psi. throughout construction

2. Pre-deck:

- All forms in place with drains installed
- Bonding of **all** metal objects within 5' of water's edge (handrails, ladders, umbrella pockets)
- Min. slab thickness with no exposed pipes or conduit (wrap if necessary)
- Protect PVC at equipment slab

3. Pre-plaster - <u>Prior to filling with water</u> :

- All Safety devices **<u>must be installed</u>** and operating properly:
  - Pool barrier / alarms / self-closing doors
  - Self-closing, self-latching gate(s) must swing away from pool
- "Listed" potting compound in all light niche fixtures.
- Equipment installed and ready for operation
  - Bonding in place
  - Pool sub panel completed
  - Correct breaker size at main panel for equipment installed
- All back- flow devices installed
  - AVB on supply line
  - Back-flow preventers on hose bibs
- Bonding of **all** metal objects within 5' of pool

4. Pool Final:

- Final electrical
  - Pool lighting
  - GFI's
  - Bonding of **all** metal objects within 5' of pool
- Safety glazing where required
- Check sidewalks for damage from equipment access
- Lot drainage to fall towards street

Please be ready for the inspection desired before calling for an inspection request.