

SWIMMING POOL / SPA PLAN REVIEW CHECKLIST



★ **This checklist must be submitted with a Building Permit Application for any SWIMMING POOL or SPA.**

Job Information		
Property Address:	Suite #	Contractor:
<input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Multi-Family <input type="checkbox"/> HOA		
<input type="checkbox"/> In-Ground Pool <input type="checkbox"/> Above-Ground Pool <input type="checkbox"/> Spa		
Submittal Requirements		
The following documents must be submitted electronically via the Citizen Self Service Portal with application: https://energovweb.cityofallen.org/energov/selfservice/home		
<input type="checkbox"/> Building Permit Application <input type="checkbox"/> Plan Review Checklist <input type="checkbox"/> Plot Plan or Survey <input type="checkbox"/> Construction Plans		

Each of the following are required, please check which of the following have been included:

Y / N

- Survey of property showing pool location.
- Show distance from residence or building (minimum of 5 ft. from residence to water's edge), or provide structural P.E. Letter indicating pool placement will not affect house foundation.
- Show distance from side property line (min. 3 ft. setback not to encroach into any easements, including deck).
- Show distance to rear property line (not to encroach into any easements, including deck).
- Provide a stamped approval of the pool's location by electric utility provider. **Call 811**
- Provide elevation of highest portion of the pool.
- Provide pool and deck design drawings showing: size, shape, profile, location of equipment and grounding.
- Provide pool, deck and equipment specifications.
- All pools shall be completely surrounded by a fence or wall, not less than four (4') feet in height. Certification of
- House-Pool Protection Device Installation form.
- Provide a Letter of Certification by the CONTRACTOR stating that work to be done will not alter the existing drainage of the property. It shall be the pool contractor's responsibility to see that these requirements are met and a final inspection by the City is conducted before the pool is placed into operation.

Applicant's Signature: _____

Date: _____

Print Name: _____ **Contact Phone #:** _____

By signing this you have agreed that all required information has been submitted. Failure to submit all information may result in a delay of your permit being issued.

SWIMMING POOL, SPA AND DECK

PLAN REVIEW AND INSTALLATION REQUIREMENTS



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- All swimming pools, spas and associated decks shall be constructed in accordance with the 2018 Residential IRC, 2018 IECC, 2017 NEC, 2018 International Pool and Spa Code, and City of Allen adopted codes, ordinances and policies.
 - All swimming pools and spas shall comply with the Virginia Graeme Baker Pool and Spa Safety Act (VGBA) and have dual main drain outlets to protect against entrapment.
 - Commercial pools shall have the depth of water plainly marked on the horizontal edge and vertical side of the pool or spa at maximum and minimum points and at points of depth change of two feet (4" numbers/letters).
 - Swimming pools shall be a minimum of five (5) ft. from residence or building, including deck, or provide structural P.E. Letter indicating pool placement will not affect house foundation.
 - Swimming pools, decks and equipment shall be a minimum of three (3) ft. from side property lines and not to encroach into any easement including deck.
 - The pool and/or deck may not encroach into any drainage, utility or other easement.
 - All pools shall be completely surrounded by a fence or wall, not less than four (4) ft. in height.
 - All gates on the fence or wall surrounding the pool shall be self-closing and self-latching.
 - No electrical equipment shall be placed within six (6) ft. of the water's edge.
 - All exterior convenience outlets shall be protected by a ground fault circuit interrupter.
 - All exterior convenience outlets closer than six (6) ft. to the water's edge shall be discontinued.
 - All overhead conductors shall not be closer than approved by the electric utility provider and the 2020 NEC Section 680.8.
 - All commercial pools shall have a telephone within the pool enclosure with emergency numbers and in working condition.
 - All exterior hose bibs shall be protected with anti-siphon devices, P-trap required.
 - Installation and construction work to be done cannot alter the existing drainage of the property. It shall be the pool contractor's responsibility to see that these requirements are met and a final inspection by the City is conducted before the pool is placed into operation.
 - Pool heaters must comply with IECC.
 - All pools shall have a P-trap installed, cartridge or non-cartridge filter and must have a cap on P-trap to prevent rain water and objects from entering the sanitary sewer.

HOUSE – POOL PROTECTION DEVICE

CERTIFICATION REQUIREMENTS



The Certification of House-Pool Protection Device Installation form attached is utilized to assist homeowners, contractors and the Planning and Development Department in conducting the final inspection on residential pool and/or spa permits.

The following steps must be completed in order for the form to be accepted.

1. One (1) of the two (2) options must be marked.
2. The homeowner's name must be printed legibly on the appropriate line.
3. The site address must be printed on the appropriate line.
4. The homeowner's signature must be NOTARIZED by a licensed Public Notary.
5. The Notary must complete the final section of the document.
6. The form must be included in the permit packet at the job site at the time of the Pre-Plaster Inspection.

By using this form, it will allow the inspector to bypass entering the residence in order to check the door alarms or self-closing and self-latching devices. The responsibility of complying with International Swimming Pool and Spa Code, (IRC) Regulations is accepted by the homeowner by his/her written documentation implemented by this form.

HOUSE – POOL PROTECTION DEVICE CERTIFICATION OF INSTALLATION



This document provides for the homeowner to certify that one (1) of the following protection devices has been installed at a particular address.

I certify that one (1) of the following protection devices are installed between all doors leading from the house and garage into the pool area. **(Check One)**

- 1. All doors and operable windows with a sill height of less than 48" leading into the pool area are equipped with an alarm complying with U.L.2017. The alarm sound is continuous for at least thirty (30) seconds – or until the alarm is manually reset. (If the door closes within the thirty (30) second period, the alarm continues to sound until the completion of the thirty (30) seconds or until the alarm is manually reset.) The alarm is capable of being heard throughout the house during normal household activities. The alarm automatically resets under all conditions.

- 2. All doors leading from the house into the pool area are equipped with self-closing and self-latching devices. The latch must be at least forty-eight (48) but not more than fifty-four (54) inches above the floor.

HOMEOWNER INFORMATION (TO BE COMPLETED BY HOMEOWNER):

PRINT NAME (REQUIRED): _____

SIGNATURE (REQUIRED): _____

SITE ADDRESS WHERE PROTECTION INSTALLED (REQUIRED): _____

STATE OF TEXAS)

) ACKNOWLEDGMENT

COUNTY OF COLLIN)

This instrument was acknowledged before me _____ (Notary Public), on this _____ day of _____, in the year _____, personally appeared _____ (Homeowner).

Notary Public in and for the State of Texas

My Commission Expires: _____