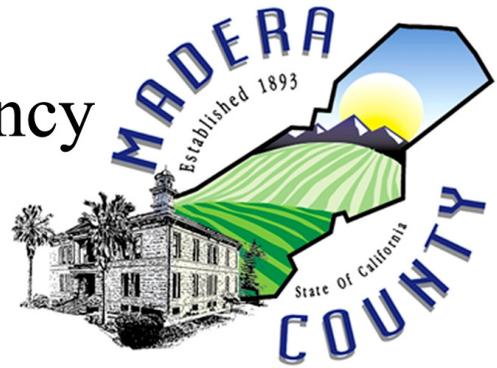


# Resource Management Agency Building Division



## 2010 CALIFORNIA BUILDING CODE

### RESIDENTIAL SWIMMING POOL, HOT TUB AND SPA PERMIT APPLICATION

#### Permit Application Instructions

Swimming pool permits must be issued to the **Property Owner** or a **California Licensed Contractor**. An authorized agent may sign the permit if they have a written statement from the property owner authorizing them to act on the owner's behalf in obtaining the permit. This statement will be maintained with the permit at the time of issuance. **Owner/Contractor Authorization forms available online @ [www.madera-county.com](http://www.madera-county.com)**

The following are documents that must be included with your permit application.

**Plot Plan Form** – Draw the plot plan on an 11" x 17" County Approved Plot Plan Form. Be sure it is accurately **DRAWN TO SCALE** using an engineer's scale. Follow the Plot Plan Instruction Sheet supplied and complete the application form using the example provided as reference. The application form is a legal document and must be completed clearly and be legible.

**Plans** – Submit two (2) complete sets of plans at the time you apply for permit and plan check. A list of items for potential inclusion on the Swimming Pool, Hot Tub, & Spa Permit Submittal are listed below. Provide any submittal items from this list that apply to the project. (We require a minimum of two (2) complete sets of plans for plan check and final approval.)

**Swimming Pool, Hot Tub, & Spa Application Form** – Complete a copy of the Swimming Pool, Hot Tub, & Spa permit application form attached and submit with the swimming pool plans. Indicate the quantity, type and size of all applicable equipment.

**Swimming Pool, Hot Tub, & Spa Safety Compliance List** – Complete a copy of the Swimming Pool, Hot Tub, & Spa Safety Compliance List attached and submit with the swimming pool plans. Indicate all safety compliance items that apply to the project. (Note: some items on the list may not apply to your project.)

#### Permit Submittal Requirements

This is a partial list of potential swimming pool permit submittal requirements. Your project may have additional or different requirements depending on applicable laws, codes, or specific conditions associated with the site or design.

##### Design Documents:

- County of Madera 11" x 17" Plot Plan
- County of Madera Swimming Pool Safety Act Compliance Check list
- Stamped & Signed Swimming Pool Structural Drawings
- Stamped and Signed Swimming Pool Surcharge Drawings
- Pool, Hot Tub, & Spa Permit Application Form
- Equipotential Bonding Grid Drawing
- Equipment cut sheets
- Electrical and Control Diagrams

**Required Document Information:** The permit submittal shall include applicable information from the following list. Enclosure: Pool fence height 60" or greater (or removable fence meeting ASTM F2286) Gaps or voids, do not allow passage of 4" or greater in diameter. Max vertical clearance from ground to bottom 2". Outside surface free of protrusions, cavities or physical characteristics that could enable a child below the age of 5 to climb over. All gates self closing and self latching device no lower than 60" above grade.

- Each pump provided with dual suction drains
- All pump suction drains have ASTM A 112.19.8M certified anti-entrapment drain covers
- All doors from house to pool have approved alarm certified per ASTM 2208 or are self closing/latching
- Pool equipped with ASTM F 1346 certified automatic pool cover
- Electrical service drop meets minimum height or horizontal distance clearance
- Distance to all structures, including wells and septic, indicated on drawings
- Pool meets minimum setback from all other structures
- Heated pool and/or spa equipped with approved insulating cover
- Location of all equipment and new electrical sub-panels indicated on drawings
- Pool dimensions and depth indicated on drawings
- Diving board information provided, including pool size and depth requirements
- Project value
- Safety vacuum release system conforming to ASME A112.19.17
- Pool and/or Spa heater(s) provided with ignition device (no pilot light) Solar heat and/or a pool cover required.
- Sequence of operation and control schematic for energy management of water features and all pumps systems 1 HP or more.

## Permit Application Instructions (continued)

The permit technician will enter all submitted information provided in to the county permit database system and will issue a permit application number. This number is your reference number and will become the building permit number at the time of permit issuance.

**The permit fees are collected at the time of the permit issuance.**  
**However, department review fees are due at the time of application.**

Permit applications **MAY NOT BE HAND CARRIED TO THE INDIVIDUAL COUNTY DEPARTMENTS FOR APPROVAL.** Approvals are scheduled electronically by the departments depending on the date and time of submittal. The applicant will normally be contacted within 2 to 6 weeks from the date of application submittal after the plan check has been completed. This time period may possibly be longer or shorter depending on the department work load. You will be notified of any corrections so they may be made and the permit process may go forward. This notification usually will not occur until all departments have reviewed your project for compliance with State and County code requirements. You may follow up on your permit application at the contact numbers listed below if you have questions or need information.

## Permit Expiration

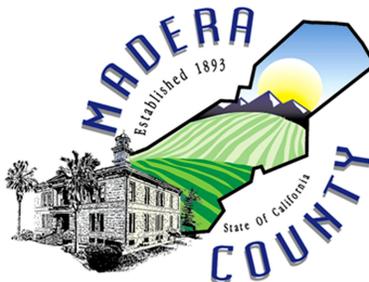
Every permit issued expires if work has not commenced WITHIN 180 DAYS from the date of permit issuance. In addition, if work has commenced and stopped for more than 180 days from the date of last valid inspection, the permit will expire, unless a one time request for extension has been submitted IN WRITING to the building official prior to the permit expiration date. There will be no cost for this extension. The permit may be extended only once by law. If the permit expires, you will be subject to a 50% renewal fee within 180 days of expiration of the permit. After one year from the date of issuance or of the last valid inspection, a new permit will be required to be obtained at 100% of the current fees and plans must meet the current code.

All plans and forms must be completed in **BLACK INK.**  
**DO NOT USE PENCIL, FELT TIPPED PENS OR MARKERS.**

Remember that the approvals for your permit come from various County departments and are based upon the information supplied by the owner/applicant in this permit application and plot plan. Please provide this information as accurately as possible in order to avoid delays in processing your project. On the rear of the plot plan form complete the first information box with complete name, mailing address, (including city, state, and zip codes) for both the property owner and the applicant. The applicant must also provide the correct Assessor Parcel number for the project on submittal documents.

**FAILURE TO COMPLETE SUBMITTAL DOCUMENTS CORRECTLY AND ACCURATELY MAY RESULT IN DELAYS IN PROCESSING YOUR APPLICATION AND MAY INCUR ADDITIONAL FEES. CHANGES MADE TO THE LOCATION OF STRUCTURES AFTER THE PERMIT IS ISSUED, OR FAILURE TO SHOW ALL STRUCTURES, MAY ALSO CAUSE ADDITIONAL FEES AND DELAYS IN COMPLETING YOUR PROJECT. YOUR PROJECT MAY BE HALTED UNTIL THE REVISIONS HAVE BEEN REVIEWED AND APPROVED BY THE VARIOUS COUNTY DEPARTMENTS.**

**Madera Office**  
2037 W. Cleveland Avenue  
Madera, CA 93637  
(559) 675-7817  
FAX (559) 675-7639  
[engineering@madera-county.com](mailto:engineering@madera-county.com)



**Bass Lake Office**  
40601 Road 274  
Bass Lake, CA 93604  
(559) 642-3203  
FAX (559) 658-6959



# SWIMMING POOL, HOT TUB & SPA PERMIT APPLICATION

Effective January 1, 2011

SITE ADDRESS: \_\_\_\_\_ INSTALLER NAME: \_\_\_\_\_  
 APN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ INSTALLER ADDRESS: \_\_\_\_\_  
 OWNER: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_  
 PHONE NUMBER: \_\_\_\_\_ LICENSE NUMBER: \_\_\_\_\_  
 PROJECT VALUE: \$ \_\_\_\_\_

**Please indicate the quantity, type and size of all equipment to be provided as part of this permit.**

### Pool Equipment:

Pool Volume \_\_\_\_\_ Gallons  
 Pool Filter  DE  Sand  Cartridge Size \_\_\_\_\_ Sq. Ft.  
 Filter Pump HP \_\_\_\_\_ Maximum Flow \_\_\_\_\_  
 Two Speed  Variable Speed  SVRS  
 Water Feature Pump HP \_\_\_\_\_  
 Pool Cleaner Pump HP \_\_\_\_\_  
 Pool Heater BTUH/HP \_\_\_\_\_  
 Shall also include either:  Solar Water Heat  
 or:  Pool Cover  
 Gas Piping  
 Water Treatment System  
 Lighting Fixtures Qty \_\_\_\_\_  
 Pool Cover Motor HP \_\_\_\_\_  
 Vacuum Breaker Device

### Hot Tub & Spa Equipment:

Spa Volume \_\_\_\_\_ Gallons  
 Spa Filter  DE  Sand  Cartridge Size \_\_\_\_\_ Sq. Ft.  
 Filter Pump HP \_\_\_\_\_ Maximum Flow \_\_\_\_\_  
 Two Speed  Variable Speed  SVRS  
 Spa Heater BTUH/HP \_\_\_\_\_  
 Shall also include either:  Solar Water Heat  
 or:  Pool Cover  
 Lighting Fixtures Qty \_\_\_\_\_  
 Spa/Hot Tub Insulating Cover

### Other Equipment:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### Additional Project Information: (Describe any special features not addressed above.)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**I certify that I have read this permit application and state that the above information is true and correct. I agree to comply with all County Ordinances and State laws relating to building construction.**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_



## Swimming Pool, Hot Tub, & Spa Safety Compliance List

Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_

**This is a partial list of potential swimming pool safety compliance items. Your project may have additional or different compliance items depending on applicable laws, codes, or specific conditions associated with the site or design. Please indicate all safety compliance items provided as part of this project.**

### Compliance items provided on this project:

- Pool fence height 60" or greater in compliance with CBC 2010 Section 3109.4 and California Health and Safety Code
- Pool safety fence certified per ASTM F2286
- All gates self closing and self latching; or permanently locked.
- Release mechanism of gate latching device not less than 60 inches from bottom of gate, 3 inches below top of gate and located on pool side of gate.
- Gates open outward from pool
- Each pump provided with dual suction drains
- All pump suction drains have ASTM A 112.19.8M certified anti-entrapment drain covers
- All doors from house to pool have approved door alarm certified per ASTM 2208
- All doors from house to pool are self closing/latching
- Pool equipped with ASTM F 1346 certified automatic pool cover
- Safety vacuum release system conforming to ASME A112.19.17
  - Vacuum relief valve
  - SVRS integrated pump system
- All glazing within 60 inches vertically from the walking surface and/or 60 inches horizontally from the waters edge to be safety glazing
- Swimming pool alarm complying with ASTM Standard F2208
- Perimeter surfaces bonding grid
- Pool water bonding of minimum 9 sq. in.
- GFCI protection of all pumps
- GFCI protection of all electrical outlets within 6 feet of the inside wall of pool

### Other features not listed above:

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