



Plan Submittal Checklist - Pool Facility

Facility name: _____

Address: _____

Contact name & phone number: _____

Contact email: _____

Plans must include:

Yes	No	Criteria
		Completed SR form
		Plan check fee
		1 set of plans
		Overall site plan
		Floor plan drawn to scale (¼ in = 1 ft), readable, black ink

Top view:

Yes	No	Criteria
		Geometric dimensions
		Skimmers/equalizers and main drains to include pipe size
		Return lines to include pipe size
		Fill line to include pipe size
		Pool lights
		Break in slope line (if applicable)
		Risers and treads with handrails, wall steps and grab rails

Profile view/cross section:

Yes	No	Criteria
		Longitudinal section
		Transverse section
		Slope
		Depth markers
		Sumps
		Stairs, tread and risers with handrails
		Ladder steps with grab rails

Equipment specifications:

Yes	No	Criteria
		Pump
		Filter
		Skimmer
		Suction/equalizer outlet covers
		Disinfectant feeder
		Flowmeter
		Pressure gauges
		Chemical monitoring and control system
		Lights with wattage specified

Supporting data:

Yes	No	Criteria
		Dimensions of pool length and width
		Square footage of pool
		Volume in gallons
		Turnover rate
		Occupant load
		Type and schedule of pipes used

Pool enclosure details:

Yes	No	Criteria
		Material
		Outline of enclosure
		Elevation of enclosure
		Elevation of all gates showing latches/FOB/handle heights
		All other landscaping/equipment on the exterior of the enclosure

Deck details:

Yes	No	Criteria
		Material
		Drainage system
		Coping/handhold
		Hose bib
		Deck depth markers and no diving symbol where applicable
		Landscape
		Lighting

Pool shell:

Yes	No	Criteria
		Material
		White color

Ancillary facilities:

Yes	No	Criteria
		Restrooms
		Showers
		Drinking fountain
		Floor, coved base, wall and ceiling finishes

Safety equipment:

Yes	No	Criteria
		Body hook and pole
		Life ring
		Safety signs
		Spa emergency shut-off switch

If applicable, provide details on the following:

Yes	No	Criteria
		Gutter
		Surge tank
		Diving board/platform
		Spray ground
		Water slide
		Solar heating
		Lifeguard plan

Comments: _____

