

	City of Casa Grande Development Center Policies & Procedures	Effective Date: September 14, 2015
	Title: Swimming Pool Plan Submittal Requirements	Date Reviewed: September 14, 2015
		Department of Primary Responsibility: Building Safety
		Policy Number: B - PR - 004 - 2015

The requirements in this document are a guide and are NOT all inclusive as your design will dictate the plan details required to show codes compliance of your structure. The City does a plan review to check for code compliance before issuing a building permit. During the planning stages of a project, we sometimes have several meetings with owners and the design team to discuss code issues and answer questions. After the design is finalized the City does a plan review that, to the best of our ability, identifies code issues to be corrected before the permit is issued and construction starts on the structure.

All plans submitted for review shall have digital copies attached. Minor residential permits may have this requirement waved by the Building Official.

Resubmissions of revised drawings per City comments shall be one complete submission. The applicant may either submit new complete sets of drawings or the corrected pages. IF submitting only the corrected pages applicant must remove and replace these pages in City offices. The city WILL NOT replace pages in ANY plan set. A complete digital copy of the final City Reviewed Plans is to be submitted before the permit is picked up.

Design Professional Required.

The City requires all building plans and their mechanical, electrical, plumbing, fuel gas, or fire protection systems to be prepared by a design professional. The design professional shall be registered under ARS Title 32 and shall affix his official seal and signature to said drawings and specifications for all occupancies.

Detached single-family dwellings are not required to have sealed drawings. However all engineered systems and/or structural components shall be sealed by the design engineer with calculations provided as required.

Arizona Law does have exceptions to licensing requirements. See ARS 32-144

Pre-engineered generic plans for swimming pools.

A set of plans may be brought to the Development Center and left for a cursory review of the design parameters and other design assumptions that show the basic design meets all building code requirements set forth for the City of Casa Grande for wind, seismic, soils bearing and other design requirements. If the submitted drawings meet these requirements we will keep the drawings as a file copy. When applying for a permit based on these drawings the applicant shall provide two copies of the plan cover/information sheets and all sheets applicable to this installation. These sheets must have the information, table & column, fasteners, and any other design information highlighted or otherwise marked showing all information needed to install the structure. These submittals for these projects will be processed as with any other permit.

The full set of the reference design drawings are NOT a "standard plan". Rather, in this case, they are retained as a reference set for comparison of future submittals. This is to relieve the applicant from having to submit a full set of drawings with each permit.

Pools with a powered safety cover must provide complete details of the cover to include the listing number, test standard, installation instructions, etc. as required to show a completely designed code compliant pool.

Swimming Pool Plan Requirements

Include any notes or statements on the plan that clarify what work is to be included by the pool contractor and what work is to be included by the property owner or his authorized contractor.

- 1) **Permit Application that is completely filled out, including:**
 - A) Project address and occupant business name
 - B) Contractor's name, address, phone number, e-mail, and fax
 - C) Owner's name, address, phone number, e-mail, and fax
 - D) Specify a contact person: name, address, phone number, e-mail, and fax number
 - E) The estimated construction value of the project
 - 2) **Energy Code Compliance Documentation for heated pools**
 - 3) **Site Plan:**
 - A) Site street address, subdivision name, parcel number
 - B) Property lines, setbacks, easements, buffers, and any sanitary sewer or storm sewer pipes, drainage structures, or other facilities on the pool site
 - C) Locate all existing and proposed buildings, pools, or structures to include dimensioned footprints
 - D) Locate all pool equipment and utility connection locations to include at least the electrical, gas, and water
 - E) Locate and identify any existing or proposed walks, steps, elevated decks, and paved areas
 - F) Locate Construction Safety Barriers and Permanent Fencing
 - G) Location, height, and type of any site retaining walls, ancillary buildings, or other structures
 - H) Locations, sizes, and descriptions of all doors and windows opening into the pool area showing how they comply with code requirements to restrict pool access.
 - 4) **Pool Plans; 2 sets that include:**
 - A) Basket Plan. This can be combined with "B" and "C" below
 - B) An overhead plan view showing the size and shape of the pool, location of all steps and ladders, skimmers, circulation inlets, drains, overflow drains, lights, diving boards, spas, water falls, slides, or other pool related features to be installed.
 - C) A side elevation plan view showing the pool's depth
 - D) Provide construction details necessary to show APSP/NSPI compliance
 - E) A listing of all equipment included in the pool's construction to include operating capacities, etc.
 - F) If retaining walls or surcharge loaded pools are required by site conditions, two sets of professionally sealed engineered plans for each structure to be built must be included with the pool plan submission
 - G) Include any notes or statements on the plan that clarify what work is to be included by the pool contractor and what work is to be included by the property owner
- For above ground pools purchased as a "do-it-yourself" kit, the following information must be provided.**
- A) Pool manufacturer's printed product literature
 - B) Pool manufacturer's printed installation instructions
 - C) Pool deck and access stair construction details