



PLANNING AND DEVELOPMENT SERVICES

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PDS	Document Number
	#538

Commercial Swimming Pool & Spa (In ground) Submittal Checklist

Record #: _____

Date: _____ Project Name: _____

Site Address: _____

NOTE: Applicable support buildings or structures associated with a commercial swimming pool shall be submitted separately under Planning & Development Services application #502 for New Commercial Buildings/Commercial Additions.

Commercial swimming pools and spas are regulated by the International Swimming Pool and Spa Code as referenced by the International Building Code. The most recent adopted ANSI/APSP-7, American National Standard for Suction Entrapment Avoidance in Swimming Pools, Wading Pools, Spas, Hot Tubs and Catch Basins is included to provide one document for prescriptive pool and spa safety. Required plumbing fixture shall be based on the International Building Code Chapter 29.

Application Submittal

Building permit applications and plans are submitted to the city through our Electronic Plan Review System. This checklist must be completed as part of the required documentation.

Our ePlanReview system lets you submit documents and plans electronically for review. Go to www.cityofboise.org/pds for more information. All electronic files must meet the requirements specified in the "Electronic Plan Review Submittal Standards" document. Electronic Files that do not meet these requirements will not pass pre-screen review. www.cityofboise.org/pds/ePlanReviewStandards

Application Acceptance

- Incomplete submittals will not be accepted. Applicants with incomplete submittals must upload additional documents and work with staff to provide the correct documentation.
- Plans must be accepted as complete and all review fees must be paid before review can begin.

Instructions

- Checklist must be completed by the project's Idaho-licensed design professional of record (or applicant if design professional not required) and uploaded with the application, and the plans and documents (ePlanReview).
- The checklist is not complete unless all information is filled out, all appropriate boxes are checked, and all plan page numbers are listed.

Documents Provided

Yes N/A

- Application #538 – Commercial Swimming Pool & Spa Application** – all pages
- Form #304 – Registered Design Professional form**

- Building Plans** -Plans drawn to scale on 18"x24" minimum size plan sheets. Plans stamped and signed by an Idaho licensed design professional.
- Soils and Geotech Report** for support of the structure where applicable -stamped and signed by an Idaho licensed engineer or declare on plans the default seismic site class & soil bearing per IBC
- Central District Health Department (CDHD)** *Upload a* completed CDHD applications, Swimming Pool Construction Certification and Plan Submittal and Application for Swimming Pool Permit. Forms are available at: <https://cdh.idaho.gov/community-health/public-swimming-pools/> Initial submittal does NOT require a trip to CDHD if submitting electronically, however, CDHD may require a separate meeting for specific cases.
- Planning & Zoning Letters of Approval** – i.e. Conditional Use (CUP); Design Review (DRH); Zoning Certificate/other approvals if applicable.
- Hazardous Material Inventory & Classification Report** (hazardous materials, i.e. pool chemicals, to be stored/used within associated structures for service to the pool) Specify types and quantities.

Erosion & Sediment Control Plans & Documents

Note: For more ESC permit and submittal requirement information and resources, please see the [ESC Webpage](#) or contact the [ESC Inspectors](#).

Determine if an ESC permit is required:

Yes N/A

- Does the project have significant soil disturbance on the parcel, greater than 2500 sq. ft. (0.057 acres) surface area disturbance and/or new building greater than 500 sq. ft. in a basement or ground floor? If yes, please complete this section. If no, an ESC permit is not required and no further information is required.
- Does this project have a related ESC permit previously issued for significant soil disturbance related to this submittal? If yes, please list related ESC permit number: _____.
- All ESC permits require that a certified City of Boise ESC Responsible Person who will be on-site to be listed, if that person is know at this time, please list name and/or RP license#: _____

Grading/Drainage Plans & Documents

Where work includes: more than 500 sq. ft. of new impervious surface; more than 1,000 sq. ft. of redeveloped impervious surface; or any modification to existing drainage systems

Yes N/A

- Soils and Geotech Report** for infiltration systems where applicable - stamped and signed by an Idaho licensed civil engineer, geologist, or soil scientist
- Site Grading & Drainage Plans** where applicable - stamped and signed by an Idaho licensed design professional
- Shallow Injection Well Inventory Form** Drainage plans with seepage beds must submit a "Shallow Injection Well Inventory" form from the Idaho Department of Water Resources available at: www.idwr.idaho.gov/wells
- Site Drainage Report** where applicable - stamped and signed by an Idaho licensed design professional including descriptive narrative and calculations
- Drainage System Operation & Maintenance Plan** where applicable - stamped and signed by Idaho licensed design professional

Plans Provided

Yes N/A

- Vicinity Map** showing location of the property with street names identified [Page _____]
- Key Plan** showing the pool location within the existing building or floor [Page _____]
- Table of Contents/Drawing Index** [Page _____]
- Code Analysis/Building Data** on front sheet of plans which includes: code year, occupancy group(s), land use zone, construction type, deck & lawn public areas square footage within the barrier/fence, area of the pool(s), classification of pool per standard, floor areas for associated building(s), building height, fire suppression system, declare any fire alarm and egress plan. [Page _____]

*Plumbing fixtures will be calculated based on Chapter 29 of the International Building Code.

Site Plan

Yes N/A

- Site Plan** showing pool location, streets, new & existing building locations with dimensions to property lines & other buildings, buildings with existing or future restrooms, showers, dressing/locker rooms, storage or pool equipment rooms, water main location & size, waste line location & size, canal/ditches, contour lines, location of existing and new pool equipment, new service power panels and all easements and curb cuts.
[Page(s) _____]
- Site Plan clearly showing the barrier/fence** location around the pool area, exit locations from within the pool safety barrier/fence, the accessible route to the pool, and accessible parking serving the pool.
[Page _____]
- Site Plan showing parking stalls** with dimensions, number of parking spaces, on site sidewalks and ramps, ramp details, and at grade mechanical equipment [Page(s) _____]

Architectural/Life Safety Plans

Yes N/A

- Barrier/Fence Elevation Plan** dimensioned, access gate(s), accessible hardware, panic hardware if required, & hardware height. Commercial swimming pools shall be completely enclosed by a fence at least 4 feet in height or with a screen enclosure. Openings in the fence shall not permit the passage of a 4-inch-diameter sphere. The fence or screen enclosure shall be equipped with self-closing and self-latching gates. [Page _____]
- Entrapment Avoidance** indicate method of compliance on plans. [Page _____]
- Suction Outlets Design** to produce circulation throughout the pool or spa is indicated on plans. (NOTE: Suction outlets shall be designed to produce circulation throughout the pool or spa. Single-outlet systems, such as automatic vacuum cleaner systems, or other such multiple suction outlets whether isolated by valves or otherwise shall be protected against user entrapment.) [Page _____]
- Cover Plates at Suction Outlet** indicate compliance method on plans. (All pool and spa suction outlets shall be provided with a cover that conforms to ASME A112.19.8M, a 12-inch by 12-inch drain grate or larger, or an approved channel drain system. **Exception:** Surface skimmers.) [Page _____]
- Atmospheric Vacuum Relief System** is shown on plans. All pool and spa single- or multiple-outlet circulation systems shall be equipped with an atmospheric vacuum relief should grate covers located

therein become missing or broken. Such vacuum relief systems shall include at least one approved or engineered method of the type specified herein, as follows:

- Safety vacuum release systems conforming to ASME A112.19.17; or
- Approved gravity drainage system.
- Dual Drain Separation** indicated on plans. (Single- or multiple-pump circulation systems shall be provided with a minimum of two suction outlets of the approved type. A minimum horizontal or vertical distance of 3 feet shall separate such outlets. These suction outlets shall be piped so that water is drawn through them simultaneously through a vacuum-relief-protected line to the pump or pumps.) [Page _____]
- Pool Filter Cleaner's** location indicated on plans. (Where provided, vacuum or pressure cleaner fitting(s) shall be located in an accessible position(s) at least 6 inches and not greater than 12 inches below the minimum operational water level or as an attachment to the skimmer(s).) [Page _____]
- Stair Details**- dimensioned pool stair details & cross-section provided noting rise/run per applicable code or standard [Page _____]
- Ladder/Recessed Treads with Handrails** indicated on plans [Page _____]
- Pool Ladder Locations** indicated on plans with dimensioned details. [Page _____]
- Handrail Details** - dimensioned details showing locations, connections, elevations and cross sections per applicable code or standard. [Page _____]
- Required Number of Plumbing Fixtures** to serve the occupants (i.e. toilets, lavatories, showers, service sink, drinking fountain) * IBC Chapter 29 [Page(s) _____]
- Safety Glazing** locations, any glass walls, windows, or glazed doors within 5' horizontally of the pool or spa to be noted as tempered). [Page(s) _____]
- Portable Fire Extinguisher** locations [Page _____]

Structural Plans

Yes N/A

- Structural Calculations** for pool design stamped and signed by an Idaho licensed engineer
- Specify Design Loads and Material Specifications** [Page_____]
- List Deferred Items** on plans [Page_____]
- Identify Special Inspections** on plans [Page_____]
- Form #310 – Statement of Special Inspections** completed by the design engineer when required for items such as anchorage of pool accessories per ICC-ES report or where required by the engineer for shotcrete application)
- ICC-ES Evaluation Services Report** for all anchor connection products proposed for attaching the swimming pool accessory components to floors, walls or ceiling, i.e. steps, rails, lifts, etc.... [Page(s)_____]
- Pool Sections** with dimensions and details of all structural components & connections (including reinforcement sizes and spacing). [Page(s) _____]
- Barriers** when over 7' in height – provide structural details on plans and calculations from an Idaho licensed engineer [Page(s) _____]

Accessibility

Recreational facilities shall be accessible per the IBC.

Yes N/A

- Accessible Route** details and components for accessing the pool, the deck area, and associated buildings clearly indicated on the plans (curb ramp, ramp, hard surface, handrails, guards, intermediate landings, landings at doors, lifts, elevators) [Page(s) _____]
- Accessibility Directional Signs** (parking, route, restrooms, entrance, seating, etc....) [Page(s) _____]

Energy Code Compliance

Pools shall be provided with energy conserving measures in accordance with the applicable adopted International Energy Conservation Code.

Yes N/A

- Pool Heaters Readily Accessible On-Off Switch** indicated on plans and a note provided on plans stating, "All pool heaters shall be equipped with a readily accessible on-off switch to allow shutting off the heater without adjusting the thermostat setting." [Page _____]
- A Note Provided on Plans** stating, "Pool heaters fired by natural gas shall not have continuously burning pilot lights". [Page _____]
- Time Switches** that can automatically turn off and on heaters and pumps according to a preset schedule are shown and noted on plans. [Page _____]
- Time Switch Exceptions:** If an exception is proposed, indicate which exception and provide a copy of data to support your exception request.
 - 1. Where public health standards require 24-hour pump operation.
 - 2. Where pumps are required to operate solar-and waste-heat-recovery pool heating systems.
- Vapor Retardant Pool Cover** indicated on plans. (Heated pools shall be equipped with a vapor retardant pool cover on or at the water surface.) [Page _____]
- Insulated Pool Cover** specification shown on plans. (Pools heated to more than 90°F shall have a pool cover with a minimum insulation value of R-12. See exception) [Page _____]
- If Exception is Declared for Insulated Pool Cover**, a note is to be provided on plans indicating percent of energy provided for heating NOT from site-recovered energy or solar energy source. (**Exception:** Pools deriving over 60 percent of the energy for heating from site-recovered energy or solar energy source.)
- Lighting Compliance** (if new lighting is being installed) for illumination of pool deck and surrounding area (COMcheck analysis signed and printed on plans) [Page _____]
- Lighting Plan and Fixture Schedule** (if new lighting is being installed) (list fixture type, wattage, ballast, bulb type, fixture count, and control/switching requirements) [Page(s) _____]

Plumbing Plans

Yes N/A

- Plumbing Plans** stamped and signed by an Idaho licensed engineer
Note: Plumbing plans may be stamped and signed by an Idaho licensed architect for minor work. Contact the Chief Plumbing/Mechanical Inspector for approval prior to the intake meeting.
- Domestic Water Line** locations & sizes including backflow valve [Page(s) _____]

- Domestic and Pool Backwash Wastewater Drainage Details/Notes** including size and venting, connecting to sanitary sewer [Page(s) _____]
- Pool Heater** details including location, fuel type, venting and gas piping sizes [Page _____]

Electrical Plans

Yes N/A

- Electrical Plans** with a note stating "Electrical shall comply with the current adopted National Electrical Code and ordinance specifically Article 680, Swimming Pools, Fountains, and Similar Installations. All electrical pool equipment installed in the water, walls, or decks of pool, fountains, and similar installations shall be listed and labeled."
[Page _____]
- Grounding & Bonding** details including equipotential bonding grid details with a minimum #8-gauge solid copper and shall be installed at specified locations in Article 680.26
[Page _____]

Applicant Acknowledgement

I have completed the above checklist noting all pages and supporting documents for the project.

Print Applicant/Name

Applicant Signature

Date