POOL AND SPA INSTALLATION

BUILDING SERVICES DIVISION REQUIREMENTS

A building permit is required for all portable and in-ground pool and spa installations with a water depth greater than 18 inches. The permit shall be obtained prior to start of the installation.

Following is a listing of the general requirements for permit applications based on the current California Building Code (CBC), California Electrical Code (CEC), and the East Palo Alto Municipal Code (EPAMC).

- All properties with a pool, spa or other body of water greater than 18" in depth shall provide a fence that meets the following criteria (EPAMC 15.36.010):
  - A minimum height of 60".
  - Any gates shall be self-closing with a self-latching device placed no lower than 60" above the ground.
  - A maximum vertical clearance from the ground to the bottom of the fence of 2".
  - Any gaps or voids to be less than 4".
  - An outside surface free of protrusions, cavities, or other physical characteristics that would serve as handholds or footholds that could enable a child under the age of 5 years to climb over.
  - Except for hot tubs and spas with a locking safety cover that complies with ASTM F1346, when a building permit is issued for the construction of a new swimming pool or spa or the remodeling of an existing swimming pool or spa at a private single-family home, the respective swimming pool or spa shall be equipped with at least two of the following seven drowning prevention safety features:
- An enclosure that meets the requirements of Section 115923 and isolates the swimming pool or spa from the private single-family home.
- Removable mesh fencing that meets American Society for Testing and Materials (ASTM) Specifications F2286 standards in conjunction with a gate that is self-closing and self-latching and can accommodate a key lockable device.
- An approved safety pool cover that complies with ASTM F1396-91
- Exit alarms on the private single-family home's doors that provide direct access to the swimming pool or spa. The exit alarm may cause either an alarm noise or a verbal warning, such as a repeating notification that "the door to the pool is open."
- A self-closing, self-latching device with a release mechanism placed no lower than 54 inches above the floor on the private single-family home's doors providing direct access to the swimming pool or spa.
- An alarm that, when placed in a swimming pool or spa, will sound upon detection of accidental or unauthorized entrance into the water. The alarm shall meet and be independently certified to the ASTM Standard F2208 "Standard Safety Specification for Residential Pool Alarms," which includes surface motion, pressure, sonar, laser, and infrared type alarms. A swimming protection alarm feature designed for individual use, including an alarm attached to a child that sounds when the child exceeds a certain distance or becomes submerged in water, is not a qualifying drowning prevention safety feature.
- Other means of protection, if the degree of protection afforded is equal to or greater than that afforded by any of the features set forth above and has been independently verified by an approved testing laboratory as meeting standards for those features established by the ASTM or the American Society of Mechanical Engineers (ASME)"

- The electrical portion of the pool and/or spa installation shall comply with the following requirements:
  - All metallic structural components, underwater lighting, metal fittings, electrical equipment, etc. within 5' of the inside of the pool wall shall be bonded to the equipment grid with a #8AWG copper conductor (CEC 680.26).
  - At least one GFCI receptacle shall be located at least 10' and no more than 20' from the inside wall of the pool (CEC 680.22).
  - Lighting and fixtures within 5' horizontally of the pool shall be installed at a height of no less than 12'; lighting fixtures installed between 5' and 10' from the pool or fixtures less than 5' in height shall be GFCI protected (CEC 680.22) and a minimum height of 60".
- All new and remodeled pools and spas shall have all suction outlets with an anti-entrapment cover meeting current standard of the American Society for Testing and Materials (ASTM) or the American Society of Mechanical Engineers (ASME) per California Health and Safety Code 115922.

Building permit review, issuance and inspection information is provided on the reverse side of this handout.

Permit Process

1. Prior to submittal for a building permit, contact the Planning Division to determine if a separate permit is required.

Building Permit Review

2. Applications can be submitted during Permit Counter hours.

Inspections

3. Portable, above ground spas require a rough electrical and a final inspection.
4. For in-ground pools and spas, the first inspection is for the steel and the following inspections are based on how the in-ground pool or spa is to be constructed. Consult with the Building Division for further information.

Building Permit Application Requirements

- ☐ A completed Building Permit Application (available online or at the Building Services Division)
- ☐ An approval letter from the Homeowner's Association (if applicable).
- ☐ Site plan showing the existing house and all other structures, proposed location of the pool/spa and all equipment, and setback distances from all property lines. The site plan must be reviewed and approved by PG&E before a permit can be issued (written statement must be presented to at time of submittal).
  - PG&E
    1970 Industrial Way,
    San Carlos, CA 94002
    (800) 743-5000.
- ☐ On the site plan, include details of all decking, utility lines, and easements.
- ☐ An electrical plan showing all equipment and wiring to pool or spa.
- ☐ Structural details and calculations stamped and signed by the engineer (built-in pools/spas) or UL listing with installation requirements (for spas).