



ENVIRONMENTAL SERVICES DEPARTMENT
Swimming Pool Plan Review and Construction
1001 N. Central Avenue, Suite 200
Phoenix, AZ 85004
Phone (602) 506-0070 FAX (602) 506-1837
PoolPlanReview@Mail.Maricopa.Gov



Environmental Services
Department

Application Packet for Approval to Construct a Public or Semi-Public Swimming Pool



Revised: May 30, 2014

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CONTACT INFORMATION:

JAMES WALTERS, ENVIRONMENTAL ENGINEER

COMMERCIAL SWIMMING POOL CONSTRUCTION PROGRAM

TELEPHONE (602) 506-0070 FAX (602) 506-1837

EMAIL: PoolPlanReview@Mail.Maricopa.Gov



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PERMIT APPLICATION PROCESS NOTICE

Swimming Pool Program

Steps required to obtain a bathing permit/approval are as follows:

1. Submit complete application along with applicable application fees.
2. After reviewing plans, the Department will issue you an approval to construct document that includes construction and inspection requirements.
3. Request required progress inspections (if any) using the attached form, and obtain Department approval.
4. When construction is complete and ready for final inspection, submit an inspection request form and a completed notarized construction certification form, using the attached form.
5. Upon Department approval of the final inspection, the Department will mail an invoice for the annual permit to the owner. Upon payment, the Department will issue the annual operating permit to the owner.

The Department will approve or deny the application for approval to construct in 93 business days or less, excluding any days the application is returned to the applicant for additional information. This overall licensing timeframe is set by delegation agreement between the Department and the Arizona Department of Environmental Quality.

Department contact information regarding your application

Telephone (application clerk): 602-506-0070

E-mail: Poolplanreview@mail.maricopa.gov

Website: www.maricopa.gov/envsvc/waterwaste/

You may request a clarification from the Department of its interpretation or application of a statute, ordinance, regulation, delegation agreement or authorized substantive policy statement as provided in A.R.S. §11-1609. Contact us by in by e-mail or telephone, or in person or mail at the address listed at the top of the page, marked attention Swimming Pool Program.

In addition to obtaining a permit from Maricopa County Environmental Services Department, it may be necessary to obtain a permit from your local municipality or Maricopa County Planning and Development Department – if the property is on a County Island. Please contact these entities for additional information



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All applications **MUST** contain the following information:

1. POOL NAME: Name of establishment and street address must read the same as was submitted for construction review / or as permit reads.
2. APPLICANT NAME: Print name of owner / or authorized agent (letter of authorization must be submitted if signed by agent).

FEES FOR PLAN EXAMINATION, INSPECTIONS AND PERMITS

Fees are necessary to begin Plan Examination and Inspections. Fees are per body of water. The fees for Swimming Pool and Spa Plan Reviews and Inspections are:

Size (ft ²)	One time Fee	Expedited* Fee
<1000	\$770.00	\$1,540.00
1001 –2000	\$1,180.00	\$2,360.00
2001 – 9999	\$2,205.00	\$4,410.00
>10,000	\$6,460.00	\$12,920.00
Pool Variance	\$200.00 per Variance	N/A
Pool Pump Test	\$335.00	N/A

* - Plans submitted after the project has started or is completed **must be expedited**

REGULATORY AUTHORITY

The Maricopa County Environmental Services Department (MCESD) regulates Public and Semipublic Pools and Spas under Delegation Agreements with the Arizona Department of Environmental Quality (ADEQ) and the Arizona Department of Health Services (ADHS) as authorized by the ARIZONA REVISED STATUTES (ARS) 49-107: Local delegation of state authority. The Delegation Agreements between the county (MCESD) and the state simply authorizes the county to regulate Public and Semipublic Pools and Spas using the State’s regulations in addition to the county’s own regulations (the Maricopa County Environmental Health Code (MCEHC)). However, any changes or comments concerning the state regulations should be addressed to the state (ADEQ, ADHS) as only those departments can effect changes to the state regulations, which they promulgate and administer. The Two State Arizona Administrative Codes (AAC) administered by MCESD are R18-5-200 (ADEQ) and R9-8-800 (ADHS).

In addition to regulating Public and Semipublic Pools and Spas by administering State of Arizona rules and regulations, MCESD also regulates Public and Semipublic Pools and Spas by administering the **MARICOPA COUNTY ENVIRONMENTAL HEALTH CODE (MCEHC): Chapter VI; Bathing Places – Public and Semi-Public Swimming Pools** as authorized by ARS 49-112: County regulation; standards. This means that MCESD has established within the MCEHC additional rules and regulations for Public and Semipublic Pools and Spas. The main advantage of Maricopa County having its own rules is that it allows the county the flexibility to modify the rules to meet the ever-changing needs of the swimming pool industry. Maricopa County has updated its rules numerous times to meet the changing needs of the swimming pool industry.



MCESD #: _____ Site Loc: _____

APPLICATION FOR APPROVAL TO CONSTRUCT A PUBLIC OR SEMI-PUBLIC SWIMMING POOL OR SPA

A: Check One Semi-Public Public

B: (Check all that apply) Non-Diving Main Wader
 Diving Therapy Special Use

FACILITY, OWNER AND CONTRACTOR/ENGINEER/ARCHITECT INFORMATION

1. To Serve (Facility Name and Type): _____
2. Pool Address: _____ City: _____ Zip: _____
3. Facility Contact Name: _____ Phone #: () _____
4. OWNERSHIP Name: _____ Phone #: () _____
5. Authorized Agent's Name: _____ Title: _____
6. Address: _____ FAX: () _____
7. City: _____ State: _____ Zip: _____
8. Email Address: _____
9. CONTACT Name: _____ Phone #: () _____
10. POOL Contractor/Engineer/Architect's Name: _____
11. AZ Registration/License #: A9 A19 KA5 KA 6 _____ Phone #: () _____
12. Address: _____ FAX: () _____
13. City: _____ State: _____ Zip: _____
14. Email Address: _____

DESIGN DATA

15. Perimeter (ft): _____ Area (ft²): _____ Avg. Width (ft): _____ Length (ft): _____
16. Volume (gal): _____ Turnover Time Required (hours): _____ Turnover Rate Required (gpm): _____
17. Gunite Poured Concrete Fiberglass Plastic Other
18. Fully Describe Finish (Plaster, PebbleTec, Color, etc.): _____
19. Skimmers (qty): _____ Make/Model: _____ Flow Required (# skimmers X27 gpm): _____
20. Returns/Inlets (qty): Wall: _____ Floor: _____
21. Surge Tank Capacity (For Gutter or Rim Flow Systems Only): _____ gallons
22. Filter Type: Sand D. E. Cartridge
 (20 gpm/ft² max flow) (2 gpm/ft² max flow) (0.375 gpm/ft² max flow)
23. Manufacturer: _____ Model #: _____



DESIGN DATA (CONTINUED)

24. Filter Flow Capacity: 1) _____ X _____ X _____ = _____
 (*Lowest of #1 or #2* # of Filters Size (ft²) Max flow (gpm/ft²) Maximum filter capacity (gpm)
Governs) 2) _____ From Manufacturer's Specifications (NSF Listed Rating)
 (max gpm)
25. Chlorinator Maker/Model: _____ Erosion Liquid Gas Salt
26. Pump Make/Model: _____ # of Pumps _____ Horsepower: _____
27. Distance From Main Drain: (ft) TDH: _____ (ft) Flow: _____ (gpm) Turnover: _____
28. Waste Discharged to: Sewer (*Requires 2X Pipe Diameter Air Gap*) Irrigation Wet Well
29. Cleaning Equipment: Manual Automatic Make/Model: _____
30. Vacuum System: Portable Internal
31. Fill Line: Surface Submerged Backflow Protection Method: _____
32. Do all doors/Gates swing AWAY from the pool/spa area? NO YES
33. Are there any windows in the pool enclosure or planters/water features within 4' of pool/spa? NO YES
34. If answer is YES to the above question, are detailed plans for each attached? NO YES
35. Walkways – Minimum Width: _____ (ft) Finish Type: _____
36. Safety Equipment: Ring Buoy with 50 ft Line Shepherd's Crook with 16 ft Pole
37. Depth Markers: ft. ft. ft. ft. ft. ft. ft. ft. ft. ft. ft.

SIGNATURES

By signing below, the Engineer, Architect or Contractor certifies that they are familiar with all State and County Code requirements applicable to this project and that this bathing place will be constructed and operated in accordance with the Maricopa County Environmental Health Code governing design, construction and operation of public and semi-public bathing places. By signing below as Owner, certification is made that the signor is an authorized agent for the true ownership, and that the ownership information above is correct.

38. Architect, Engineer or Contractor's Signature: _____
39. Printed Name: _____ Date: _____
40. Pool Owner's Signature: _____ Title: _____
41. Printed Name: _____ Date: _____

Original and Two legible copies each of the application, plans and additional specifications or calculations must be submitted. Pool layout drawings must be drawn to scale and be, at least, 18' by 24' in size. One original copy of manufacturer's specifications / cut sheets on each piece of equipment is required. *Signatures must be original* on one application and **ALL PLANS MUST HAVE ARCHITECT/ENGINEER/CONTRACTOR OF RECORD'S ORIGINAL SIGNATURE AND DATE.** Revised plans and applications must have the revision date, the word "REVISED" and an original signature for the Contractor/Architect/Engineer. ***Architects and Engineers must be registered in Arizona and SEAL THE APPLICATION AND PLANS.*** Certification that the pool is constructed in accordance with approved plans and specifications must be submitted when requesting final inspection. Permit will NOT be issued for operation of uncertified pools.



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CONSTRUCTION CERTIFICATION LETTER

NOTE: ONLY ORIGINAL FORMS ACCEPTED – Required for Final Inspection

Re: Serving: _____ (ie: Holiday Inn; Belleview Apts., etc)
 Pool Name: _____ (ie: Clubhouse, #2, etc.) **MCESD #:** _____
 Address: _____
 City: _____ State _____ Zip: _____
 Contact Name: _____ Phone: _____

Owner of Record to whom Operating Permit is to be issued: (**CANNOT BE CONTRACTOR**)

Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Contact Name: _____ Phone: () _____

As required in chapter VI, Section 1, Regulation 2i, I certify that the above referenced bathing place has been constructed in accordance with the plans and specifications submitted to and approved by the Maricopa County Water and Waste Management Department, Division of Environmental Health, Swimming Pool Construction Program. **In addition, I certify that I am familiar with all State and County Code requirements applicable to this project and that this bathing place was constructed in compliance with those Code requirements.**

Engineer, Architect, or Contractor:

Printed Name: _____
 Engineer or Architect Registration # or Contractor License : A9 A19 KA5 KA6 _____
 Company: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Signature: _____ Phone: () _____

Note: Signature by a contractor requires notarization below. Signature by a P. E. or R. A. requires seal below.

State of _____) PE Seal
) ss

County of _____)

Subscribed and sworn to (or affirmed) before me

this _____ day of _____, _____, by

 Notary Seal

Name of Signer (s)

PLEASE SUBMIT WHEN FINAL INSPECTION IS REQUESTED

 Signature of Notary Public



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Inspection Request Form

Incomplete or incorrect information may cause delays on the inspection time

Project Name: _____

Identifying Name (East, Casita, Office, etc) _____

Project Address: _____

Gate Code: _____ **MCESD #:** _____

Contact Name: _____ **Phone #:** _____

Pool **Spa** **Wading** **Splash Pad** **Special Use**

Contractor: _____ **Fax:** _____

Type of Inspection

Rough Plumbing Inspection
 Rough Plumbing Re-inspection

Pre-plaster Inspection
 Pre-plaster Re-inspection

Final Inspection (Construction Certification Letter Required for This Inspection)

New Pool Resurface Fence
 Deck Circulation Disinfection
 Final Re-inspection

Comments:



SWIMMING POOL/SPA HYDRAULIC DESIGN GUIDELINES

TDH (skimmer pool with sand filter)

FEET FROM DRAIN:	1 – 25	26 – 50	51 – 75	76 – 100	101 – 125	126 - 150
HEAD (FT):	55	60	65	70	75	80

MAX FLOW RATES (PVC: C=140)

PIPE SIZE (IN):	1.25	1.5	2.0	2.5	3.0	4.0	6.0
PRESS SIDE (GPM):	25	60	90	140	220	350	800
SUCT. SIDE (GPM):	15	35	50	80	130	220	450

MAX VELOCITIES

PRESSURE SIDE - 10ft/sec **SUCTION SIDE** – 6 ft/sec

TURNOVER RATES

SPA – 30 MIN **SWIMMING POOL** – 8 HRS **WADING POOL** – 1 HR

NUMBER OF SKIMMERS REQUIRED

SPA, WADING POOL: 1 skimmer per 200 ft²

SWIMMING POOL: 1 skimmer per 400 ft² (min. of 2 skimmers)

3 OR MORE SKIMMERS REQUIRES A CLOSED LOOP

MINIMUM PIPE SIZES (BASED ON SKIMMER FLOW CONTROLLING)

	<u>main drain</u>	<u>skimmer</u>	<u>return</u>	<u>flow (gpm)</u>
2 skimmer	1.5"	2"	1.5"	54
3 skimmer	2"	2.5"	2"	81
4 skimmer	2.5"	3"	2.5"	108
5 skimmer	2.5"	3"	3"	135
6 skimmer	3"	4"	3"	162

NUMBER OF RETURNS (INLETS) REQUIRED

(SWIMMING POOLS – 6 MINIMUM ON CLOSED LOOP; SPA, WADING POOL – 1 PER 15 LF OF PERIPHERY; 3 OR MORE REQUIRES CLOSED LOOP)

PERIMETER:	90	105	120	135	150	165	180	195	210	225	240	255	270	285	300	315
# RETURNS:	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21

ALL PIPING MUST PASS A PRESSURE TEST @ 25 PSI FOR 30 MIN