



SWIMMING POOL PACKET:

Including Plan Submittal and Inspection Requirements

Before submitting plans, check all requirements below:

- **One complete set of pool plans, and documents must be submitted with a completed permit application form.**
- **A signed swimming pool barrier agreement is required when submitting a swimming pool permit application.**
- **Certificate of house.** Pool Protection Device Installation is a Notary Public Document for the homeowner to waive the required inspection of all door/window alarms from inside the home leading to the pool. This is optional, but if not provided during the construction of the pool, a door alarm inspection will be required and made accessible for inspections.
- **Provide a survey of the property with all the details below:**
 - a. Show all dimensions for all sides of the pool to the home, building lines, NO part of the pool structure can be placed inside the building lines and easements.
 - b. Show all depths of the pool and measurements from the pool to the home's foundation or patio concrete. The outside walls of an inground swimming pool or hot tub shall also keep at least one (1) foot of horizontal distance to each one (1) foot of depth from any structure, easement, or property line (unless plans and a report are prepared and sealed by a professional engineer).
 - c. The outside walls of a swimming pool or hot tub shall not project beyond the required yard line any street.
 - d. The outside walls of a swimming pool or hot tub must be at least three (3) feet from the side and rear property lines.
- **Submit a cross sectional layout for the main steel rebar. Include rebar size and spacing that will be used for the pool steel walls and floor.**
- **Show the code required barrier around the pool, meeting the Barrier Requirements.**
- **Show to the location of the pool equipment:**
 - a. Locate any or all transformers
 - b. GFCI receptacle
 - c. Pool Heater
 - d. Show spacing for main drains
 - e. Submit a gas one-line diagram for all gas appliances to be installed
 - f. If any part of the pool is heated, submit the vapor-retardant cover or the exception information for the code section 303.1.3 covers
 - g. Show the location of the fill line with the pressure vacuum breaker or the location of the air gap
 - h. What will be installed for the surface around the pool, deck steel (concrete), or any other material
 - 1. If deck steel is installed, provide the rebar size and spacing to be used. Expansion joints must be installed 10' on the center or maximum 144 sq ft.
 - 2. Pavers or stone – See electrical requirements (B) (b)



ELECTRICAL REQUIREMENTS:

1. No receptacles within 6' feet of pool or install a permanent fence or barrier
2. Equipotential Bonding required per NEC 680.26 – see drawings
 - a. Concrete rebar – 360 degrees around the pool Equipotential bonding must extend 3 ft. beyond the inside of the pool wall – NEC 680.26 (B) (2)
 - b. Solid #8, 18-24 inches from the waters edge attachment grid around the pool with a minimum 4 connections evenly distributed around the pool. Equipotential bonding of perimeter surfaces alternative means – copper conductor 680.26 (B) (2) (b)
 - c. Minimum of one receptable within 20' of pool and all receptables within 20' GFCI protected
 - d. Existing light fixtures within 5 feet of pool wall must be minimum 5 feet above pool surface and rigidly attached to existing structure and GFCI protected
 - e. Switches located minimum of 5 feet from wall of pool or permanent fence or barrier must be installed
 - f. Overhead wiring. Per 2017 NEC – 680.9
 - g. Underground conduit burial depth per 2017 NEC Table 300.5 and show location of transformers
 - h. Underground ferrous conduit has corrosion protection per 2017 NEC 680.14
 - i. No underground wiring within 5 feet of pool wall, unless supplying pool equipment and installed within rigid metal conduit, IMC or PVC conduit
 - j. Wet-niche light fixtures located a minimum 18" below normal water level top of fixture lens
 - k. Brass or other approved corrosive-resistance metal must be used for wet-niche fixtures
 - l. All metallic parts of fittings attached to pool structure, pool motors, pool covers, pool fencing and all metallic parts within 5 feet of pool are bonded with #8 solid copper conductor
 - m. Connectors for bonding are pressure connectors or clamps of brass or any other corrosion-resistant metal
 - n. Wet-niche fixture(s), motor panel(s) equipment grounding conductor's sizer per 2017 NEC Table 250.122
 - o. All exterior sub-panels have proper working clearance, wide as the equipment and 36" in front

PLUMBING REQUIREMENTS:

1. All closed system (low pressure) PVC water piping tested at 35 psi with no leaks
2. Pressure vacuum breaker installed at fill line unless air gap is used
3. If pool heater is installed or any other gas appliances such as BBQ grills and fire pits; a one-line diagram must be submitted show gas pipe size, valves, tracer wire, and regulators

FENCE BARRIER OPTIONS – Chapter 3, 2015 ISPSC:

1. Swimming pool covers must include all manufacturer documents, electrical and installation instructions
2. 48" minimum to top of fence
3. 2" maximum clearance at bottom to natural grade, 4" of solid surface
4. If horizontal members less than 45" apart, then maximum opening in barrier may be 4"
5. If horizontal members greater than 45" apart, then maximum opening in barrier may be 4"
6. Pedestrian gates open away from pool with latch 54" above the bottom of the gate and be self-closing and self-latching



7. If pedestrian gate latch is less than 54", must be on pool side 3" minimum below top of fence and gate, and barrier shall have no openings greater than ½ within 18" minimum of latch

The City of Portland will contact the pool builder upon approval of pool permit application.

Plumbing and electrical permit must be obtained **PRIOR** to the issuance of the pool permit and prior to starting any work.

Plumbing and electrical permit fees are separate from the pool application fee.

The permit holder is responsible for requesting and completing all required inspections.



NOTICE TO ALL SWIMMING POOL/SPA CONTRACTORS AND HOMEOWNERS

The 2015 International swimming Pool and Spa Code requires that swimming pools and spas be surrounded by a code-approved barrier. These requirements are intended to provide protection against potential drowning and near drowning by restricting access to swimming pools and spas. When the walls of the house are a part of the barrier, all doors in a wall of a dwelling that provides direct access to the pool/spa area must satisfy the barrier requirements. This means that the doors must be fitted with a code approved audible alarm. For the building inspector to verify that affected doors meet the barrier requirements the building inspector must have access to the interior of the house. This requires that the homeowner or the homeowner's agent be present when the inspection is performed.

All doors with direct access to the pool through that wall shall be equipped with an alarm which produces an audible warning when the door and its screen, if present, are opened. The alarm shall sound continuously for a minimum of 30 seconds immediately after the door is opened and be capable of being heard throughout the house and during normal household activities. The alarm shall automatically reset under all conditions. The alarm shall be equipped with a manual means, such as a touchpad or switch, to temporarily deactivate the alarm for a single opening. Such deactivation shall last for not more than 15 seconds. The deactivation switch(es) shall be located at least 54" inches above the threshold of the door.

The City of Portland offers the homeowners an option to this code requirement. The homeowner may choose to complete a CERTIFICATION OF HOUSE-POOL PROTECTION DEVICE INSTALLATION FORM. This form must be completed in full, and the original must be on file with the Building Officials Office prior to the pool contractor requesting the pool steel/bonding inspection or made available to the inspector at the time of inspection. The building inspector will accept this form in lieu of the interior inspection. If the pool steel/bonding inspection is requested and the form is not on file or available, access to the house is necessary, but if not provided, the pool contractor will fail the final inspection and the pool cannot be used until it passes the inspection.

By completing and returning the attached form, the Building Inspector will be able to provide the pool steel/bonding inspection without entering the house to verify door barrier compliance. It is the homeowners' option to have the protection devices inspected rather than use this form. By using the form, the homeowner accepts responsibility of complying with the City of Portland code requirements as evidenced by the execution of the form. To use the form the homeowner should proceed as follows.

Legibly print your name, address, initial the options(s) used for complying with the City of Portland code requirements. Sign and date the document before a notary Public (The Notary Public will complete the remainder of the form). Return the completed and notarized form to the Building Inspections department located at 1101 Moore Ave. Portland, Texas 78374.

It is recommended that the homeowner and the pool contractor communicate regarding the use of this form and the timing of inspections. Forms are available from permit technician at the time the application is submitted. If you have any questions, please feel free to contact Jody Poth, Building Official at 361- 777-4556 or by email at jody.poth@portlandtx.gov.



SWIMMING POOL PRE-CONSTRUCTION INFORMATION GENERAL INFORMATION

GENERAL INFORMATION:

The City of Portland has adopted the 2015 ISPSC and the 2017 NEC.

The address **MUST** be posted at the job site for the duration of the project. If the address is not posted, the inspection will be put on hold until it is posted and visible from the street.

A copy of the **APPROVED PLANS** and a copy of the **PERMIT** must be posted at the job site for the duration of the project.

DO NOT make changes to the approved plans without approval from the city. Aluminum wiring **CANNOT** be used for branch circuits.

All contractors must register with the City of Portland and provide proof of liability insurance listing the City of Portland as a certificate holder.

BEFORE CONCRETE IS POURED: An inspection must be scheduled and passed. An approved wash out area must be onsite, or trucks must have a washout system.

Contractors must have licensed workers and place cards on the vehicles.

An enclosure inspection **MUST** be scheduled and passed **BEFORE WATER CAN BE PLACED IN POOL.**

INSPECTIONS:

If an inspection is requested by 4:00 pm the inspection will usually be conducted the following business day, between 8:00 and 3:30 pm **SCHEDULE PERMITTING**. The city of Portland does not do same day inspections. If an inspection is requested after 4:00 pm, the inspection will be conducted in two (2) business days. No set time can be given for inspections. When you call the office to schedule inspections you will need the permit number, address, and type of inspection. The only people that can call in the inspections are the ones who have been authorized by the contractor or license holder.

The inspector will leave a tag at the job site to let you know the result of the inspection. If you receive a **GREEN TAG**, the inspector passed the inspection, and you may proceed. If you receive a **YELLOW TAG**, you must make the corrections and call the office for a re-inspection. You have ten (10) days to call for re-inspections. If you do not call in within ten (10) days, the job will be stopped, and no more inspections will be conducted until the previous yellow tagged items have passed inspection.



City of Portland

Swimming Pool Agreement

I certify that I am the homeowner at _____

And the following pool company _____ will be acting as the General Contractor installing the pool.

We both agree and understand the swimming pool barrier (fencing) will be installed in accordance with the 2015 International Swimming Pool and Spa Code Barrier requirements for swimming pools and be inspected before any water is put into the pool.

I understand that if any water is put into the pool before the barrier is place, inspected, and approved by the City of Portland, a citation will be issued to the General Contractor and homeowner for each day the violation is not in compliance. The amount of the citation per day is in accordance with City of Portland Code of Ordinances.

Attached to this agreement is a copy of the barrier requirements from the 2015 International Swimming Pool and Spa Code.

Swimming Pool Finals Agreement:

As the homeowner, I understand and agree that the swimming pool shall not be used until all final inspections for the swimming pool have passed.

As the pool contractor, I understand and agree that final inspections on the swimming pool must be scheduled as soon as the pool is completed, and the pool cannot be used by the homeowner until all finals have passed.

Printed Name of Homeowner: _____

Signature of Homeowner: _____

Date: _____

Printed Name of General Contractor: _____

Signature of General Contractor: _____

Date: _____



Certification of House – Pool Protection Device Installation

I certify that I am the homeowner at _____

And the following swimming pool barrier protection devices has been installed between all doors with direct access to the pool area.

_____ All doors with direct access into the pool shall be equipped with an alarm which produces an audible warning when the door and its screen if present, are opened. The alarm shall sound continuously for a minimum of 30 seconds immediately after the door is opened and be capable of being heard throughout the house during normal household activities. The alarm shall automatically reset under all conditions. The alarm system shall be equipped with a manual means, such as a touchpad or switch to temporarily deactivate the alarm for a single opening. Such deactivation shall last for not more than 15 seconds. The deactivation switch(es) shall be located at least 54" inches above the threshold of the door.

Printed name of the homeowner: _____

Signature of the homeowner: _____

Date: _____

STATE OF TEXAS

COUNTY OF _____

Before me, the undersigned authority, on this _____ day of _____ in the year 20____, Personally

appeared _____ known to me to be a credible person and the signer on the foregoing certificate, and who, after being by my duly sworn, did upon his/her oath, state that information contained in such application is true and correct to the best of his/her knowledge and belief.

Notary Public in and for

_____ County

State of Texas

My Commission Expires _____

Texas Penal code Section 37.10 states that a person commits a Class A misdemeanor if the knowingly mark false entries in, or false alteration of, a governmental record or makes or uses any record document or thing with knowledge of its falsity and with intent that it be taken as a genuine government record.