



POOL & SPA APPLICATION & REQUIREMENTS

Application Date: _____

PROJECT INFORMATION

Address: _____

APN: _____ Tract: _____ Lot: _____ Block: _____

Property Owner: _____ Phone Number: _____

Valuation: _____

Scope of Work: _____

APPLICANT INFORMATION

Name: _____

Address: _____

Phone: _____ Email: _____

Contractor Name: _____ Contractor License: _____

I hereby certify under penalty of perjury that I have provided the required submittal documents and will comply with the following requirements:

 Signature Print Name Date

NO EXCAVATION UNTIL PERMITS ARE ISSUED!

SUBMITTAL REQUIREMENTS

- Completed application
- Application fee
- Two (2) sets of plans
- Two (2) sets of engineering
- Two (2) wet-signed soils reports
- Pictures of yard where pool is to be constructed, including fencing to be used as barrier.

SPECIFIC PLAN REQUIREMENTS

*Landscape planting site plans WILL NOT be accepted for pool submittal site plan

- Provide a signed Homeowner Pool Enclosure Compliance Letter **signed by the HOMEOWNER**. Indicate which **two methods** will be employed to meet the Pool Safety Compliance.
- Provide a signed Smoke Detector/Carbon Monoxide form **signed by the HOMEOWNER**.
- Provide a scaled and fully dimensioned site plan, all property lines must be shown and fully dimensioned.

Note: use 1/8" = 1'- 0" for scale.

Applications and fees are subject to change. Please visit our website for the most current version of this application.

- Provide property owner's name, address, lot, tract, and assessor parcel number on plans.
- Site plan must be signed by **both**, the structural and soils engineers (wet stamp).
- Structural plans shall be prepared and signed by a registered civil or structural engineer.
- Indicate on plan location of required electrical outlet (must be a min of 10' and max of 20' from inside of wall of pool; may not be more than 6'6" above grade).
- Indicate which method is proposed to use to comply with sec.680.26© CEC Equipotential Bonding Grid.
- Indicate on structural details, steel requirements per design schedule.
- Provide or indicate detail number from detail sheet of pool wall on plan.
- Soils report shall be specific for the proposed lot and shall contain complete recommendations for pool and spa construction.
- Soils report requires minimum type V cement for concrete and gunite in contact with soil. Provide this note on plans and the requirement that an invoice from the concrete and gunite provider must be provided at pre-plaster inspection showing that type V cement was used.
- Show all required setbacks of pool and spa from property lines and structures. Clearly indicate required distances on plot plan and easements. (Show all easements)
- Show all existing and proposed pool equipment with distances (setbacks) from property lines, structures and windows that can be opened.
- Show all existing structures and proposed improvements including retaining wall, fences, patios, etc. **Patio covers existing or proposed?** If structure is not part of this permit state "Not A Part" on plans.
- Show site topography. Show all slopes located on/adjacent to subject property. Provide overall slope height, even if the top/toe of slope is located on another property. Demonstrate how pool achieves setback from top or toe of slope.
- Provide accurate scaled cross-section if applicable.
- Provide spot elevation at any proposed elevation change and at all retaining walls (top of wall and adjacent grade on both sides of wall).
- Show erosion control measures, both permanent and temporary.
- Note existing or proposed drainage plan.
- Show elevation/topography on either side of fence.
- Show proposed access point for pool excavation equipment.
- Provide detail for handrail and detail for steps at any location with more than four (4) risers.
- Provide notes on plan:
 - **"Pool and spa heating systems and equipment shall comply with 2019 California Energy Commission standards."**
 - **"System must be installed with minimum 36" (3 Ft.) of pipe between filter and heater for future solar heating."**
 - **"A cover shall be provided for outdoor pools/spas with fossil fuel heaters. Covers shall be installed for final inspection (exception: pools/spas deriving minimum 60% of annual heating energy from site solar energy, or recovered energy)."**
 - **"Continuous grounding on all metal."**
 - **"A re-inspection fee of \$130.00 will be charged for an inspection, which is called with-out access, plans, or if not ready."**
 - **"Equipotential Bonding Grid is required." "Pool and spa lights must be on site, connected, wired and ready for installation at the time of the pre-plaster inspection."**



SWIMMING POOL INFORMATION

Retaining walls, gas lines and electrical lines for BBQ and fire pits will require a separate permit. If retaining walls, BBQ and/or fire pits are indicated on Swimming Pool plans you must obtain permits at time of swimming pool permit issuance. No electrical or gas stubs for future use will be allowed.

Please refer to the “Homeowner Pool Barrier Compliance” (pages 5-7) for other pertinent information regarding Swimming Pool requirements and construction.

The maximum permitted projection into a required setback area on your property is as follows:

FEATURE	FRONT AND STREET SIDE YARDS	REAR	INTERIOR SIDE YARDS AND COURTS
Swimming Pools and Spas, including any grottos, associated appurtenances, slides, water falls, etc. ^(e) *	Not permitted in front yard ^(e)	No closer than 5'0" to the rear property line	No closer than 5'0" to the side property lines
* Setbacks for above-ground appurtenances shall be measured from the edge of structure to the property lines. Setbacks for a swimming pool shall be measured from the water's edge to the property lines.			
Pool Equipment, HVAC, Mechanical Equipment, and Air Conditioners	Not permitted in front yard; see note ^(e) for street side yards	No closer than 3'0" to the rear property line	No closer than 3'0" to the side property lines
Barbeque Structures	Not permitted in the front yard	No closer than 5'0" to any property line	No closer than 5'0" to any property line

Note for Projection Table:

^(e) Pools and spas may project into the street side yard but must maintain a five-foot separation from the side property line; mechanical equipment, including pool equipment, air conditioners, and HVAC, may project into the street side yard but must maintain a three-foot separation from the side property line.



Community Development Department
 14000 City Center Dr., Chino Hills, CA 91709
 (909) 364-2740 Fax (909) 364-2795
 www.chinohills.org

SINGLE FAMILY HOME SMOKE DETECTOR/ALARM & CARBON MONOXIDE DETECTOR/ALARM REQUIREMENTS

This application is required to be signed by the homeowner, **NOT** the contractor prior to permit issuance of any project valued at \$1,000 or more.

California State Law requires an operating smoke detector in the following locations:

- In each room used for sleeping purposes.
- Outside each separate sleeping area in the immediate vicinity of the bedrooms
- On each additional story, including basements and habitable attics

California State Law requires an operating carbon monoxide detector in the following locations:

- Outside each separate sleeping area in the immediate vicinity of the bedrooms
- On each additional story, including basements and habitable attics

Multiple-purpose alarms (smoke detector & carbon monoxide) listed and approved by the State Fire Marshal may be used to fulfill the requirements.

You are required to install smoke detectors/carbon monoxide detectors if you make an application for an alteration, repair or addition where the valuation of the work exceeds \$ 1,000.00 (2019 California Residential Code section R314.2 & R315.2)

A City Building Inspector will verify that operating smoke detectors and carbon monoxide detectors are installed per code prior to final inspection of your project. This verification will require access to the interior of your home with an adult present at the time of final inspection. This requirement also applies to reroof permits, patio covers/decks, swimming pools and any project that is valued at \$1,000.00 or more.

Home Owner Verification Statement

I have read the above Smoke Detector/Alarm - Carbon Monoxide Detector/Alarm installation requirements and agree to comply with the requirements prior to the final inspection of my project.

Home Owner Signature

Date

Property Address



POOL/SPA ENCLOSURE REQUIREMENTS

An enclosure shall have all of the following characteristics:

1. Any access gates through the enclosure shall open away from the pool/spa, and be self-closing with a self-latching device placed no lower than 54 inches above the ground.
2. Enclosures and access gates shall be a minimum height of 60 inches.
3. The maximum vertical clearance from the ground or other surface to the bottom of the enclosure shall be two inches.
4. Openings and member spacing shall comply with CRC 3109.4.1
 - **Openings-** Openings in the barrier shall not allow passage of a 4-inch diameter (102 mm) sphere.
 - **Solid Barrier Surfaces** - Solid barriers which do not have openings shall not contain indentations or protrusions except normal construction tolerances and tooled masonry joints.
 - **Closely Spaced Horizontal Members** – Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is less than 45 inches (1143 mm), the horizontal members shall be located on the swimming pool side of the fence. Spacing between vertical members shall not be greater than 1¾ inches (44 mm) in width.
 - **Widely Spaces Horizontal Members** – Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45 inches (1143 mm) or more, spacing between the vertical members shall be not greater than 4 inches (102 mm). Where there are decorative cutouts within vertical members, spacing within the cutouts shall be not greater than 1¾ inches (44 mm) in width.
5. The enclosure shall have an outside surface free of protrusions, cavities, or other physical characteristics that would serve as handholds or footholds that could enable a child below the age of five years to climb over.
6. Above Ground Pools: Fencing requirements are the same for above-ground pools as are required for other pools.



SWIMMING POOL SAFETY FEATURES

Section 115922 of the Health and Safety Code is amended to read:

In addition to the Pool and Spa Enclosure requirements on page 1, 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 drowning prevention safety features:

1. An enclosure that meets the requirements of Section 115923 and isolates the swimming pool or spa from the private single-family home.
2. 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.
3. An approved safety pool cover, as defined in subdivision (d) of Section 115921.
4. 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."
5. 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.
6. 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.
7. 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).

Before the issuance of a final approval for the completion of permitted construction or remodeling work, the local building code official shall inspect the drowning safety prevention features required by this section and, if no violations are found, shall give final approval.

CRC Section AV100.2 (5) (Amended to read as follows): All doors providing direct access from the home/garage to the swimming pool area shall be equipped with a self-closing and self-latching device. The self-latching device shall be placed a minimum of 54 inches from the floor.

CRC Section R308.4: Requires any glazing (glass contained within windows and/or doors) that is within five (5) feet of the water's edge be safety glazing.



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HOMEOWNER POOL BARRIER COMPLIANCE

Dear Homeowner,

As you may be aware, the City of Chino Hills requires that all Swimming Pools & Spas be fully fenced with permanent barriers that comply with the 2019 California Residential Code. The California Residential Code (CRC) also contains a requirement that any glazing (glass contained within windows and/or doors) that is within five (5) feet of the water's edge be safety glazing. In addition to the CRC, the City has adopted amendments to the following sections:

Appendix "G" section AG105.2.a is amended to add a new section a.4 to read as follows:

- Any garage man door that forms part of the pool barrier shall be equipped with a self-latching devise. The self-latching devise shall be placed a minimum of 54 inches from the garage floor.

It is the practice of many pool contractors to place the responsibility of complying with these requirements on the homeowner. Compliance with these requirements may also affect walls/fences that may be in common ownership with an adjoining neighbor.

The City of Chino Hills urges all homeowners to carefully review the terms of the contract with their pool contractor prior to signing the contract, so that the homeowner is aware of any responsibilities that the contract places on them. We also urge any homeowner that shares a common wall/fence with an adjoining neighbor to consult with that neighbor regarding possible modifications to their common wall/fence prior to signing any pool/spa contract.

When a permit is issued for your project the approved plans will contain an inspection card (job card), which will be your record of inspection. The approved plans and job card must be kept on site accessible to the inspector at all times. The plans and job card should be kept in a safe location out of the sun and rain. The job card contains a space for the inspector to sign-off for the final inspection. The City recommends that prior to making any final payment or signing any release, the homeowner verifies that the City inspector has finalized the project. The City also recommends that you refrain from using your pool/spa until the project has passed final inspection. The final includes inspections of your pools' electrical system and other life safety items that are important to your family's safe enjoyment of your new pool/spa.

If you have any questions regarding compliance with pool fencing or safety glazing requirements prior to signing this document or at any time during your project please do not hesitate to call Building and Safety at (909) 364-2780. Your family's safety is our primary concern.

In order to ensure all homeowners are aware of how the requirements contained within the California Building Code may affect their project, Building & Safety Division is requiring that the statement below be signed and dated by the homeowner, prior to permit issuance.

PLEASE READ AND SIGN THE APPROPRIATE SPOT ON THE NEXT PAGE

I have read the requirements for Swimming Pool/Spa Enclosure Requirements and Barriers and safety glazing requirements and the amended sections included herein. As the owner of the property I agree to comply with all the applicable requirements contained within these attachments as they relate to my Pool/Spa project.

Project Address

Pool Contractor

Homeowner Name

Homeowner Signature

Date