



# Water Recreation Plan Review Checklist

The following checklist is to assist you in preparing a **complete** plan review application. Complete and detailed plans allow us to serve you better. All of the following items must be included. If you have any questions regarding the information that is needed in your plan review application please call 253 798-6460.

**Plan Review Fee** This fee is not refundable. Failure to obtain approval of plans prior to construction will result in double fees for plan review.

- √ \$840 – new construction for public pools (2009 fee)
- √ \$230.00 – remodel (2009 fee)

**Scaled plot plan** showing:

- √ All related structures including trees, recreation buildings, equipment room, etc.
- √ Indicate intended uses of surrounding buildings

**Floor plan of the restroom facilities** showing:

- √ Size and location of locker room facilities
- √ Location and number of plumbing fixtures
- √ Location of drains
- √ Drinking fountain location (if required)
- √ Type and finish of non-slip flooring

**Barrier construction** Scale drawings must show the following:

- √ Material used
- √ Total height of barrier
- √ Vertical spacing between rails
- √ Distance between horizontal members
- √ Mesh size if chain link
- √ Width of gap between the bottom of the fence and grade
- √ Latch type
- √ Latch height

**Site Plan** (Including contours if any changes in grade occur within 4 feet of the barrier.)

**Profile view** (Longitudinal Section), drawn through the centerline of the pool showing:

- √ Overall length
- √ Depth at the main drain
- √ Sectional view of the coping where the deck meets the pool
- √ Slope of deck surface
- √ Depth and dimensions of the steps
- √ Location of handrail(s)
- √ Location of fill line
- √ Type of material used for pool surface
- √ Color of pool surface
- √ Slope of pool bottom and any transitions if slope is not consistent
- √ Radius of the coving between the pool wall and the pool floor
- √ Location of depth markings

**Top View** Showing the following:

- √ Skimmer and suction line location and size(s)
- √ Fill line location
- √ Location and size of return lines and main drain lines(s)
- √ Location of steps and handrails
- √ Height of diving board (if any) and handrail positions
- √ Location of any starting blocks
- √ Location of pool light(s)
- √ Location of equipment room
- √ Location of chemical storage room
- √ Location of any deck drains
- √ Width of decking around the pool
- √ Type of non-slip deck surface
- √ Location of depth markings

**Pump Room Schematic** Showing:

- √ Location of all required equipment and
- √ Plumbing connections between the equipment
- √ Fittings, type of pipe used, sizes of pipe
- √ Location of floor drain
- √ 3-foot access area around equipment

**Cut sheets for equipment** with enough detail to determine:

- √ If equipment is NSF (commercial)
- √ Operating specifications

**Pool/Spa Characteristics** including:

- √ Dimensions
- √ Depth
- √ Surface area
- √ Volume
- √ Turnover
- √ Filter Area
- √ Filter Rate
- √ Bather Load
- √ Square footage of surface area for deep (>5ft) and shallow ends (≤5ft)

**Pool/Spa Equipment List** including make and model of the following:

- √ Filter
- √ Pump
- √ Heater
- √ Chemical feeder
- √ Main drain (Including open area in square inches.)
- √ Skimmer
- √ Inlet
- √ Light
- √ Flow meter (Including the range.)
- √ Jet pump
- √ Additional equipment provided

**Recirculation System**

- √ Calculation of total head loss with expected operational flows
- √ Pump capacity with a clean filter
- √ Pump capacity with a dirty filter
- √ Pump Curve(s)
- √ Count and type of fittings
- √ Type of disinfectant used
- √ Location and type of chemical feeder for pH control (if any)
- √ Maximum number of pounds of disinfectant feeding system can add per day
- √ Type of piping used
- √ Sizes of piping used
- √ Expected operational flows
- √ Speed of flow through piping
- √ Associated with equipment (i.e. heater, filter, etc.)
- √ Provisions to prevent siphoning if liquid chlorine pump is above the pool water level

**Ventilation Plans** (Indicate how ventilation is in compliance with ASHRAE standards.)

- √ Specify ventilation system(s) for the pool, locker rooms, restrooms and all other areas associated with the pool.

**Water Availability Letter**

**Lighting** indicating:

- √ Location of deck lighting (if any)
- √ Minimum lighting in foot-candles provided at the deck, pool surface, and in equipment and locker rooms.
- √ Describe shielding on lights above walking surfaces and pool areas
- √ Emergency lighting available (indoor pools/spas)

**After Construction And Before Opening The Following Are Required:**

**Construction Report** (Upon completion a complete, signed and stamped form submitted by the architect or engineer indicating the pool has been constructed according to WAC 246-260 and the approved design is required.)

**Final As-Built Plans** (Due to changes in code the department is no longer able to field certify changes.)

**Pre-Opening Inspection** Please call 253 798-6460 to make an appointment for this important inspection.