



Community and Economic Development Building Division

- 200 West 4th Street, Ste. 3100
- Madera, CA 93637
- (559) 675-7821
- FAX (559) 675-6573
- mcbuilding@madera-county.com

RESIDENTIAL SWIMMING POOL, HOT TUB AND SPA PERMIT APPLICATION

Permit Application Instructions

Swimming pool permits will be issued to the **Property Owner** or a **California Licensed Contractor**, only. An authorized agent may sign the permit if they have a written statement from the property owner authorizing them to act on the owner's behalf in obtaining the permit. This statement will be maintained with the permit at the time of issuance. **Owner/Contractor Authorization forms available online @ at www.maderacounty.com**

The following are documents that must be included with your permit application:

Plot Plan Form – Draw the plot plan on an 11" x 17" County Approved Plot Plan Form. Be sure it is accurately **DRAWN TO SCALE** using an engineer's scale. Follow the Plot Plan Instruction Sheet supplied and complete the application form using the example provided as reference. The application form is a legal document and must be legible.

Plans – Submit two (2) complete sets of plans at the time you apply for the permit and plan check. A list of items for potential inclusion on the Swimming Pool, Hot Tub, & Spa Permit Submittal are listed below. Provide any submittal items from this list that apply to the project.

Swimming Pool, Hot Tub, & Spa Application Form – Complete the Swimming Pool, Hot Tub, & Spa permit application form attached and submit with the swimming pool plans. Indicate the quantity, type and size of all applicable equipment.

Swimming Pool, Hot Tub, & Spa Safety Compliance List – Complete the Swimming Pool, Hot Tub, & Spa Safety Compliance List attached and submit with the swimming pool plans. Indicate all safety compliance items that apply to the project. (Note: Some items on the list may not apply to your project.)

Permit Submittal Requirements

This is a partial list of potential swimming pool permit submittal requirements. Your project may have additional or different requirements depending on applicable laws, codes, or specific conditions associated with the site or design.

Design Documents:

- County of Madera 11"x17" Plot Plan
- County of Madera Swimming Pool Safety Act Compliance Check List
- Stamped & Signed Pool Structural Drawings.
- Stamped & Signed Swimming Pool Surcharge Drawings.
- Pool, Hot Tub, & Spa Permit Application Form
- Equipotential Bonding Grid Drawing
- Equipment cut sheets
- Electrical and Control Diagrams

Required Submittal Information: The permit submittal shall include applicable information from the following list:

- Enclosure-Pool fence height minimum 48" above floor (Removable fence meeting ASTM F2286)
- Fence gaps or voids shall not allow passage of 4" or greater sphere. Max vertical clearance from the ground to bottom 2".
- Fence outside surface free of protrusions, cavities or physical characteristics that could enable a child below the age of five to climb over.
- Where the gate latching devices are less than 54" from bottom of gate, mechanism shall be 13" below top of gate on pool/spa side
- Or permanently locked
- Fence gates Open outward from pool
- Each pump provided with dual suction drains
- All pump suction drains have ASTM A 112.19.8M certified anti-entrapment drain covers
- All doors from house to pool have approved alarm certified per ASTM 2208 or are self-closing/latching
- Pool equipped with ASTM F 1346 certified automatic pool cover
- Electrical service drop meeting minimum height or horizontal distance clearance
- Plot plan shows distance to all structures, including wells and septic, indicated on drawings
- Pool must meet minimum setback from all other structures
- Heated pool and/or spa must have an approved insulating cover
- Location of all equipment and new electrical sub-panels indicated on drawings
- Pool dimensions and depth indicated on drawings
- Diving board information provided, including pool size and depth requirements
- Project value
- Pool must have a safety vacuum release system conforming to ASME A112.19.17
- Pool and/or Spa heater(s) provided with ignition device (no pilot light) Solar heat and/or a pool cover required.
- Provide sequence of operation and control schematic for energy management of water features and all pumps systems 1 HP or more.



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All permit fees will be collected at the time of application submittal.

The process will usually take anywhere between 2 to 6 weeks from the date of application was submitted. This review process will vary depending on each department's workload. If during the review process there are any plan correction, the County will notified the applicant. The applicant can then resolve any issues and resubmit any needed documents. This notification usually will not occur until all departments have reviewed your project for compliance with State and County code requirements. You may follow up on your permit application using the contact numbers listed below, if you have questions or need information.

Permit Expiration

Every permit issued expires if work has not commenced WITHIN ONE YEAR from the date of permit issuance. In addition, if work has commenced and stopped for more than 180 days from the date of last valid inspection, the permit will expire, unless a one-time request for extension has been submitted prior to the permit expiration date. There will be no cost for this extension. The permit may be extended only once by law. If the permit expires, you will be subject to a 50% renewal fee within 180 days of expiration of the permit. After one year from the date of issuance or of the last valid inspection, a new permit is be required with full fees and new plans must meet the current code.

All plans and forms must be filled out using **BLACK INK. DO NOT USE PENCIL, FELT TIPPED PENS OR MARKERS.**

FAILURE TO COMPLETE SUBMITTAL DOCUMENTS CORRECTLY AND ACCURATELY MAY RESULT IN DELAYS IN PROCESSING YOUR APPLICATION AND MAY INCUR ADDITIONAL FEES. CHANGES MADE TO THE LOCATION OF STRUCTURES AFTER THE PERMIT IS ISSUED, OR FAILURE TO SHOW ALL STRUCTURES ON THE PLOT PLAN, MAY ALSO CAUSE ADDITIONAL FEES AND DELAYS IN COMPLETING YOUR PROJECT. YOUR PROJECT MAY BE "HALTED" UNTIL THE REVISIONS HAVE BEEN REVIEWED AND APPROVED BY THE APPLICABLE COUNTY DEPARTMENTS.



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Swimming Pool, Hot Tub, & Spa Safety Compliance List

Owner Name: _____

Address: _____

Commencing January 1, 2018, per California Senate Bill 442 (SB442 Newman), whenever a building permit is issued for construction of a new swimming pool or spa, or any building permit is issued for remodeling of an existing pool or spa, at a private, single-family home, it shall be equipped with at least two of the first seven drowning prevention safety features listed below and any additional measures.

This is a partial list of potential swimming pool safety compliance items. Your project may have additional or different compliance items depending on applicable laws, codes, or specific conditions associated with the site or design. Please indicate all safety compliance items provided as part of this project.

Compliance items provided on this project:

- Pool fence height 60 inches or greater in compliance with CBC 2019 Section 3109.4 and California Health and Safety Code 115923
- 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. Pool safety fence certified per ASTM F2286
- An approved safety pool cover, as defined in subdivision (d) of Section 115921 ASTM #F1346-91
- 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. ASTM #F2286
- 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 F2208-08 "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. There must be an alarm inside the residence.
- 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).
- Gates open outward from pool
- Each pump provided with dual suction drains
- All pump suction drains have ASTM A 112.19.8M certified anti-entrapment drain covers
- All doors from house to pool are self-closing/latching
- Pool equipped with ASTM F 1346 certified automatic pool cover
- Vacuum relief valve
- SVRS integrated pump system
- All glazing within 60 inches vertically from the walking surface and/or 60 inches horizontally from the water's edge to be safety glazing
- Perimeter surfaces bonding grid
- Pool water bonding of minimum 9 sq. in.
- GFCI protection of all pumps
- GFCI protection of all electrical outlets within 6 feet of the inside wall of pool

Other features not listed above _____
