

Permit Application And Building Guide

Pottawattamie County
Planning & Development Department
Building & Safety Division

SWIMMING POOL/SPA * POOL BARRIER

How to Use this Guide

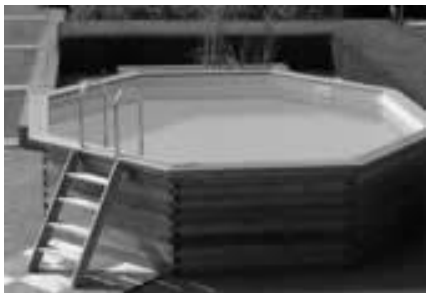
1. Review this Building Guide
2. Provide two (2) sets of plans (minimum 11" x 17" paper size)
3. Provide a site plan
4. Fill out the enclosed permit application

The majority of permit applications are processed with little delay, within 7 – 10 working days. Detailed and complete submittal documents will help expedite the permit process and determine if the project is in compliance with building safety codes, zoning ordinances and other applicable laws.

INCOMPLETE PLANS AND/OR APPLICATIONS WILL NOT BE ACCEPTED



Examples of Approved Above Ground Swimming Pools



This handout was developed by the Pottawattamie County, Iowa, Building & Safety Division as a basic Plan Submittal under the 2009 IRC to help in questions that may arise in the application process. It is not intended to cover all circumstances or Code related issues as they pertain to individual projects.

SWIMMING POOL/SPA * POOL BARRIER

POOLS EXEMPT From Building Permits:

Prefabricated swimming pools accessory to one and two-single family dwellings that are less than 24 inches (610mm) deep or do not exceed 5,000 gallons (18 925 L) and are installed entirely above ground.

SWIMMING POOL AND SPA PERMIT REQUIREMENTS

DRAWINGS SUBMITTAL: Two (2) copies of the following drawings are required. Drawings must be drawn to scale, dimensioned and of sufficient clarity. Drawings must be submitted along with a completed permit application form.

PROFESSIONAL CERTIFICATION: Depth of the swimming pool shall maintain a ratio of 1:1 from the nearest foundation up to a maximum depth of 5'-0" (i.e. for a depth of 5'-0" the pool must be located 5'-0" from the nearest foundation) otherwise an engineered drawing is required.

REQUIRED DRAWINGS: The following is a general outline of drawings necessary for plan review (Plan Examiner may request additional information if necessary).

1. Site plan must include all dimensions, (scale: 1"=20'-0") including location of pool in reference to the property line, septic system, well and all building locations. All easements must be shown on site plan.
2. Pool plans must include all dimensions (scale: 1/8"=1'-0" or 1/4"= 1'-0")
3. Section through the pool structure must include all depth dimensions.
4. Equipment drawings' diagrams must include dimension in reference to property line.
5. All decking is required to be shown on the pool plans. Decking is prohibited in utility/electric easements and must comply with setbacks.
6. Manufacturer's brochure or details of pool required for above ground pools.



CODE NOTES:

1. Fences surrounding pools are subject to special requirements (refer to Appendix G, Section AG105, 2009 IRC)
2. Self-contained units without hardwiring do not require an electrician to perform the work.
3. Pre-plaster inspection cannot be done unless the swimming pool barrier has been installed and approved.
4. Provide pool barrier information on the drawings; refer to glazing requirements of Chapter 3, of 2009 IRC. (Impact resistance glazing is required when the glazing is within 5 feet of a swimming pool or spa water's edge and the bottom edge of the glazing is less than 60" above the poolside of the glazing).
5. Where the fence is existing; it is the applicant's responsibility to upgrade the existing fence to comply with the pool barrier requirements.
6. Where the pool and fence are existing: only the fence is being replaced, the fence has to comply with the pool barrier requirements.
7. Permit holder is responsible for requesting and completing all required inspections.
8. Public swimming pools and spas shall comply with Iowa Department of Health Standards for Public Swimming Pool and Spa. For a copy of the Standard, contact the State of Iowa at 1-888-398-9696.
9. Diving board for residential pools (drawings required) shall comply with ANSI/NSPI-5 2006 Article 5.8, 5.9, 5.10.
10. Manufacturer's specifications required for diving equipment including pool type and maximum height above the water.
11. Swimming pools shall comply with the 2012 International Energy Conservation Code Section 504.3 – 504.3.3.



POOL BARRIER

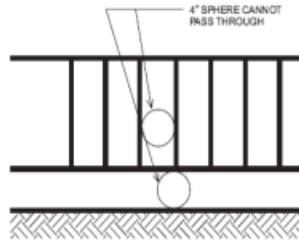
REQUIREMENTS FOR

RESIDENTIAL POOL

International Residential Code 2009 Appendix G, Section AG105-2- AG105.5

AG105.2 Outdoor Swimming Pool. An outdoor swimming pool, including an in-ground, aboveground or on-ground pool, hot tub or spa shall be provided with a barrier, which shall comply with the following:

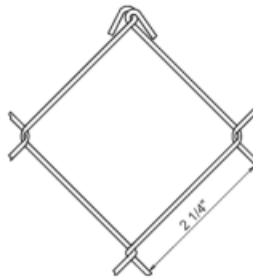
1. The top of the barrier shall be at least 48 inches (1219mm) above grade measured on the side of the barrier, which faces away from the swimming pool. The maximum vertical clearance between grade and the bottom of the barrier shall be 2 inches (51mm) measured on the side of the barrier, which faces away from the swimming pool. Where the top of the pool structure is above grade, such as an above-ground pool, the barrier may be at ground level, such as the pool structure, or mounted on top of the pool structure. Where the barrier is mounted on top of the pool structure, the maximum vertical clearance between the top of the pool structure and the bottom of the barrier shall be 4 inches (102mm).
2. Openings in the barrier shall not allow passage of a 4-inch-diameter (102mm) sphere.



For SI: 1 inch = 25.4 mm.

Figure 3109.4.1.1
BARRIER OPENINGS

3. Solid barriers which do not have openings, such as masonry or stonewall, shall not contain indentations or protrusions except for normal construction tolerances and tooled masonry joints.
4. When the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is less than 45 inches (1143mm), the horizontal members shall be located on the swimming pool side of the fence, or shall be so constructed as to not provide a climbable surface. Spacing between vertical members shall not exceed 1.75 inches (44mm) in width.
5. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45 inches (1143) or more, spacing between vertical members shall not exceed 4 inches (102 mm). Where there are decorative cutouts within vertical members, spacing within cutouts shall not exceed 1.75 inches (44mm) in width.
6. Maximum mesh size for chain link fences shall be a 2.25-inch (57 mm) square unless the fence is provided with slats fastened at the top or the bottom which reduce the openings to not more than 1.75 inches (44 mm).



For SI: 1 inch = 25.4 mm.

Figure 3109.4.1.6
CHAIN-LINK FENCE MESH FOR PRIVATE
SWIMMING POOLS

7. Where the barrier is composed of diagonal members, such as a lattice fence, the maximum opening formed by the diagonal members shall not be more than 1.75 inches (44 mm).
8. Access gates shall comply with the requirements of Section AG105.2, Items 1 through 7, and shall be equipped to accommodate a locking device. Pedestrian access gates shall open outward away from the pool and shall be self-closing and have a self-latching device. Gates other than pedestrian access gates shall have a self-latching device. Where the release mechanism of the self-latching device is located less than 54 inches (1372 mm) from the bottom of the gate, the release mechanism and openings shall comply with the following:
 - a. The release mechanism shall be located on the pool side of the gate at least 6 inches (152 mm) below the top of the gate.
 - b. The gate and barrier shall have not opening greater than 0.5 inch (12.7 mm) within 18 inches (457 mm) of the release mechanism.
9. Where a wall of a dwelling serves a part of the barrier one of the following conditions shall be met:
 - a. The pool shall be equipped with a powered safety cover in compliance with ASTM F1346; or

- b. 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/or its screen, if present, are opened. The alarm shall be listed and labeled in accordance with UL 2017. The deactivation switch(es) shall be located at least 54 inches above the threshold of the door(s); or
 - c. Other means of protection, such as self-closing doors with self-latching devices, which are approved by the governing body, shall be acceptable so long as the degree of protection afforded is not less than the protection afforded by Item 9.1 or 9.2 described above.
10. Where an above-ground pool structure is used as a barrier or where the barrier is mounted on top of the pool structure and the means of access is a ladder or steps, then:
- a. The ladder or steps shall be capable of being secured, locked or removed to prevent access, or
 - b. The ladder or steps shall be surrounded by a barrier which meets the requirements of Section AG105.2, Items 1 through 9. When the ladder or steps are secured, locked or removed, any opening created shall not allow the passage of a 4-inch-diameter (102 mm) sphere.

AG105.3 Indoor Swimming Pool. All walls surrounding an indoor swimming pool shall comply with Section AG105.2, Item 9.

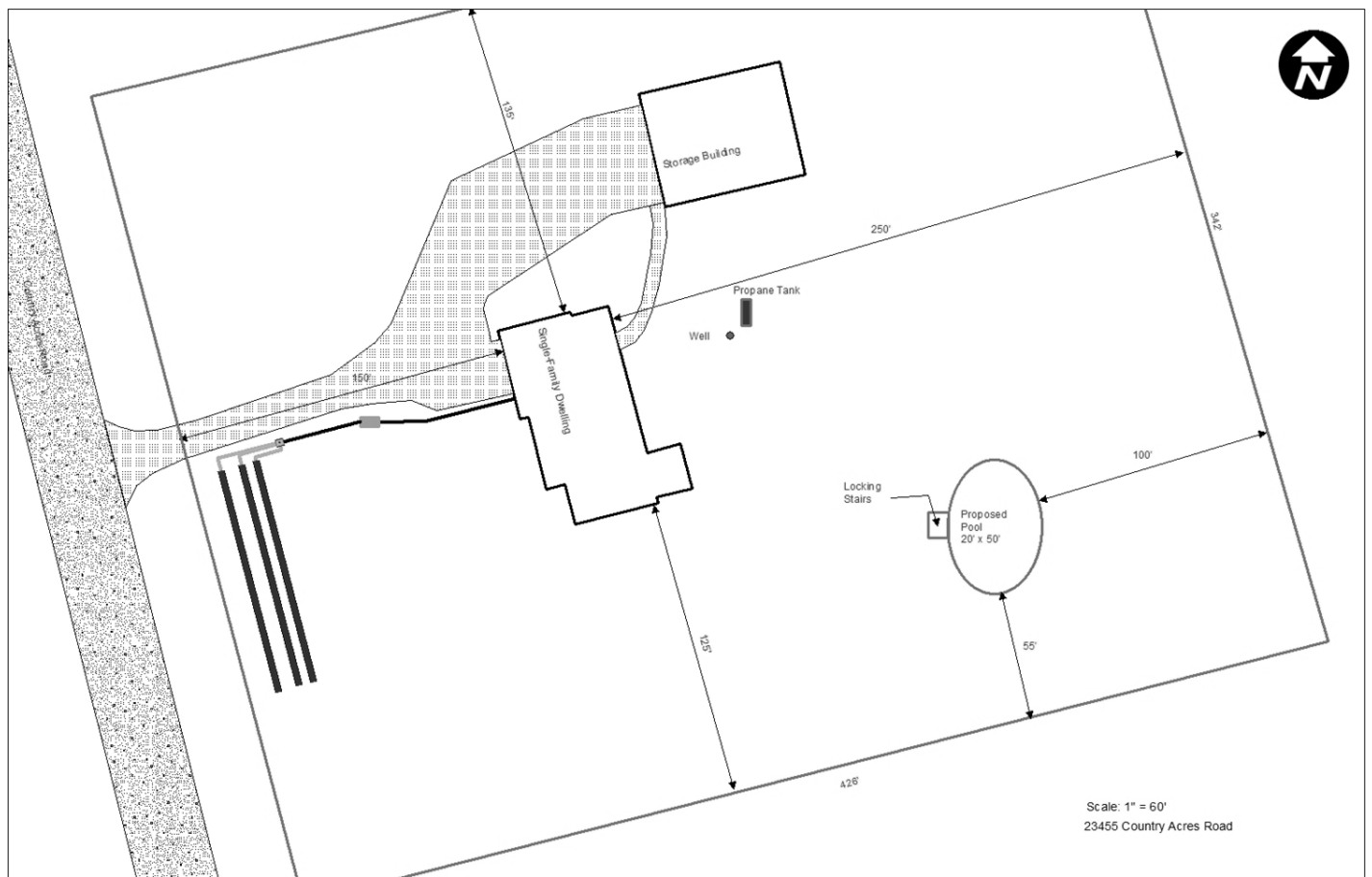
AG105.4 Prohibited Locations. Barrier shall be located so as to prohibit permanent structures, equipment or similar objects from being used to climb the barriers.

AG105.5 Barrier Exceptions. Spas or hot tubs with a safety cover which complies with ASTM F 1346, as listed in Section AG107, shall be exempt from the provisions of this appendix.

AG106 Entrapment Protection for Swimming Pool & Spa Suction Outlets. Suction outlets shall be designed and installed in accordance with ANSI/APSP-7.

SWIMMING POOL/SPA * POOL BARRIER

EXAMPLE OF SITE PLAN



POTTAWATTAMIE COUNTY, IOWA PERMIT APPLICATION POOL * SPA * BARRIER

WHEN PERMITS ARE READY		<input type="checkbox"/> Mail them <input type="checkbox"/> Call me <input type="checkbox"/> Call the contractor <input type="checkbox"/> Email me <input type="checkbox"/> Email contractor			
PROPERTY OWNER	Name				
	Mailing Address	Street		City, State, Zip	
	Contact Information	Email <input type="checkbox"/>		Home # <input type="checkbox"/>	Work # <input type="checkbox"/>
	<input checked="" type="checkbox"/> Best Way to Contact			Cellular <input type="checkbox"/>	
APPLICANT <small>(if other than property owner)</small>	Name				
	Mailing Address	Street		City, St, Zip	
	Contact Information	Email <input type="checkbox"/>		Home # <input type="checkbox"/>	Work # <input type="checkbox"/>
	<input checked="" type="checkbox"/> Best Way to Contact			Cellular <input type="checkbox"/>	
CONTRACTORS	Pool Contractor			State Registration#	
	Mailing Address	Street		City, State, Zip	
	Contact Information	Email <input type="checkbox"/>		Work # <input type="checkbox"/>	Cellular <input type="checkbox"/>
	Electrical Contractor			State License#	
PROPERTY INFORMATION	Job Site Address	<input type="checkbox"/> Same as above #1 <input type="checkbox"/> To be assigned by Planning Dept.			
	Civil Township				
	Legal Description	<input type="checkbox"/> Per Attachment			
	Parcel Number				
	Zoning District	<input type="checkbox"/> A-1 <input type="checkbox"/> A-2 <input type="checkbox"/> A-3 <input type="checkbox"/> A-4 <input type="checkbox"/> R-1 <input type="checkbox"/> R-2 <input type="checkbox"/> R-3 <input type="checkbox"/> R-5			
IMPROVEMENTS	Proposed Construction Description	Example: Construction of a 20' x 50' above-ground swimming pool with locking stairs			
	Estimated Construction Valuation from Construction Valuation Worksheet				
	Use Type:	<input type="checkbox"/> Public <input type="checkbox"/> Private/Residential			
	Class of Work:	<input type="checkbox"/> New <input type="checkbox"/> Alteration <input type="checkbox"/> Repair <input type="checkbox"/> Addition <input type="checkbox"/> Replacement			
POOL * SPA	Type of Work:	<input type="checkbox"/> Above Ground <input type="checkbox"/> Below Ground			
	Metal Bonded:	<input type="checkbox"/> Yes <input type="checkbox"/> No			
	Number of Gallons:	_____ 1 Square Foot = 7.48 Gallons			
	Approximate Pool-Spa Dimensions:				
	Water Supply:	<input type="checkbox"/> Well <input type="checkbox"/> Public Connections <input type="checkbox"/> Other			
	Barrier Type	Check all that apply and provide Plans to show detail of each selected item: <input type="checkbox"/> Fence-Existing <input type="checkbox"/> Fence-Proposed <input type="checkbox"/> Solid Barrier (Masonry Wall) <input type="checkbox"/> Building Wall <input type="checkbox"/> Building Wall-Door Opening, Door Alarm Proposed <input type="checkbox"/> Above Ground Pool-Spa <input type="checkbox"/> Barrier mounted on top of pool-spa <input type="checkbox"/> Locking Stairs <input type="checkbox"/> Removable Stairs <input type="checkbox"/> Locking Cover			

BULK ZONING STANDARDS	STANDARDS	ACCESSORY STRUCTURE		*The front yard and street side setback minimums are measured from the road right-of-way, not from the center of the road and not from the edge of the gravel or pavement.
		<i>Minimum</i>	<i>Proposed</i>	
	<i>Front Yard</i>			
	<i>Street Side Yard</i>			
	<i>Rear Yard</i>			
	<i>Interior Side Yard</i>			
	<i>Lot Coverage</i>			

SWIMMING POOL-SPA FEES				
QUANTITY	PERMIT ISSUANCE	COST	AMOUNT	
01	For the issuance of each permit	23.50	23.50	
	For the issuing of each supplemental permit for which the original permit has not expired, been canceled, or finale.	7.25		
	Public Swimming Pools – For new public, in ground swimming pools & spas for, including a complete system of necessary branch circuit wiring, bonding, grounding, underwater lighting, water pumping and other similar electrical equipment directly related to the operation, each.	173.50		
	Private Swimming Pools(> 5000 Gallons) – For new private, in ground swimming pools & spas for single-family and multifamily occupancies, including a complete system of necessary branch circuit wiring, bonding, grounding, underwater lighting, water pumping and other similar electrical equipment directly related to the operation of each.	110.25		
	Private Swimming Pools(< 5000 Gallons) – For new private, in ground swimming pools & spas for single-family and multifamily occupancies, including a complete system of necessary branch circuit wiring, bonding, grounding, underwater lighting, water pumping and other similar electrical equipment directly related to the operation of each.	79.75		
	Public spa	60.75		
	Private spa	30.25		
TOTAL POOL-SPA PERMIT FEE (BUILDING PERMIT FEE-INSERT AMOUNT BELOW)				

PERMIT FEES			
		Applicant calculation	Staff Calculation
		AMOUNT	AMOUNT
After calculating the Total Pool-Spa Permit Fee, insert dollar amount in the Applicant's calculation column to the right This permit fee will be verified during plan review and collected at the time of permit issuance.	Building Permit Fee		
Figuring the Plan Review at 25% of the calculated Building Permit Fee. The Plan Review will be a required deposit at the time of your permit application submittal. (Submittal Deposit)	Plan Review Fee		
	TOTAL AMOUNT		

ATTACHMENTS

ATTACHED TO THIS APPLICATION IS THE FOLLOWING DOCUMENTATION AND/OR ATTACHMENTS:

- | | | |
|--|--------------------------|--------------------------|
| A. Completed Plans | Attached | NA |
| B. Site Plan, Drawn to Scale | <input type="checkbox"/> | <input type="checkbox"/> |
| C. Filing Fee-Checks are to be made payable to "Pottawattamie County Treasurer". | <input type="checkbox"/> | <input type="checkbox"/> |

Please make be certain that you want to proceed with this project when you submit your application. The fees that you submit are not refundable once the application is submitted.

SIGNATURES

I certify that I have personally been to this property, reviewed the proposed development and acknowledge that the proposed construction of the POOL-SPA will be able to be accomplished in accordance with the Building and Zoning Ordinance of Pottawattamie County, Iowa. **I UNDERSTAND THAT THE CONSTRUCTED POOL SHOULD NOT BE FILLED OR USED UNTIL ALL INSPECTIONS HAVE BEEN COMPLETED AND A CERTIFICATE OF COMPLETION HAS BEEN ISSUED. THIS ALSO INCLUDES THE INSTALLATION OF REQUIRED POOL BARRIER.**

Contractor	Signature	Date
	Type or Print Name	

I certify that I own this property and that the information contained in this application is true and correct to the best of my knowledge and that all work will be completed in accordance with the Pottawattamie County, Iowa, Code. **I UNDERSTAND THAT THE CONSTRUCTED POOL SHOULD NOT BE FILLED OR USED UNTIL ALL INSPECTIONS HAVE BEEN COMPLETED AND A CERTIFICATE OF COMPLETION HAS BEEN ISSUED. THIS ALSO INCLUDES THE INSTALLATION OF REQUIRED POOL BARRIER.**

Property Owner	Signature	Date
	Type or Print Name	

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

DO NOT START CONSTRUCTION UNTIL APPROVED PERMITS ARE RECEIVED IN THE MAIL OR YOU HAVE PICKED THEM UP AND PLACARDS ARE POSTED. FAILURE TO WAIT FOR PERMITS AND POST PLACARDS WILL CAUSE YOU TO HAVE TO PAY AN INVESTIGATION FEE, WHICH IS DOUBLE THAT OF ANY PERMIT FEES YOU PAY. ADDITIONALLY, FAILURE TO OBTAIN PERMITS PRIOR TO STARTING CONSTRUCTION COULD RESULT IN THE ISSUANCE OF A CITATION OF COUNTY INFRACTION. OUR GOAL IS TO HAVE PERMITS OBTAINED PRIOR TO CONSTRUCTION STARTING. PLEASE HELP US ATTAIN THIS GOAL BY APPLYING FOR AND OBTAINING YOUR PERMITS BEFORE STARTING YOUR CONSTRUCTION.

RETURN COMPLETED FORM TO OBTAIN PERMIT PRIOR TO STARTING CONSTRUCTION:

POTTAWATTAMIE COUNTY
PLANNING AND DEVELOPMENT
223 SOUTH 6TH STREET
COUNCIL BLUFFS, IA 51501-4245

IF YOU HAVE ANY QUESTIONS ON COMPLETING THIS FORM, PLEASE FEEL FREE TO CALL (712) 328-5792.
YOU MAY BE DIRECTED TO THE BUILDING DIVISION IF YOU HAVE QUESTIONS RELATIVE TO THE BUILDING CODE RELATED ISSUES.

INSPECTION IS REQUIRED BEFORE COVER-UP AND AT COMPLETION

Inspection Requests: It shall be the duty of the holder of the building permit or their duly authorized agent to notify the Building & Safety Division when work is ready for inspections.

- Inspections must be scheduled and recorded before 4:30 p.m. the business day before the inspection is requested.
- After Hours, Weekend and Holiday Inspections should be scheduled and the appropriate fee must be paid at least two-days before the required inspection date.
- Call (712) 328-5847 for all inspection requests.
- AM scheduled inspections will be performed from 8:30 a.m. to 12:00 noon.
- PM scheduled inspections will be performed from 12:00 noon to 4:00 p.m.
- Any special requested inspection time will need to be pre-approved by your scheduled Inspector, the day before.

Contact Information

Building & Safety Division
Office Hours: 8:00 a.m. to 4:30 p.m.
Phone: (712) 328-5847
Fax: (712) 328-4731
Website: www.pottcounty.com