



COUNTY OF RIVERSIDE BUILDING AND SAFETY DEPARTMENT



User Guide for Inspection Permit Requirements Relating to POOLS AND/OR SPAS

PERMIT LIMITATION: This permit is only for the installation of a gunite, fiberglass or vinyl swimming pool and/or spa.

NOTE: Vinyl pools installed above ground with a capacity of 5,000 gallons or less and which have no electrical or gas equipment do **not** require a building permit.

PLOT PLAN: Submit three (3) plot plans showing property address, lot size, north direction arrow, footprint of structures, pool and pool equipment, location of private sewage disposal system and setbacks from property boundaries.

PERMIT APPLICATION: To apply for a pool and/or spa permit in person or by mail the applicant will need to submit the following:

- A. Gunite pools and/or spas will require the submittal for review and approval of two complete sets of building permits wet signed by a professional engineer.
- B. The I.C.B.O. or I.A.P.M.O. approval number for a fiberglass pool or spa. (This number is usually indicated on the manufacturer's sales brochure, or it may be obtained from the dealer's sales representative.
- C. Vinyl pools installed below grade will require the I.C.B.O. approval number; or if not listed, the submittal for review and approval of two complete set of building plans wet signed by a professional engineer.
- D. All commercial pools and residential pools on a septic system require written approval from the Department of Environmental Health prior to the issuance of a building permit. A copy of the written approval must be submitted with the permit application.
- E. The "Application to Construct Worksheet" (Form No. 284-199) completed and signed by the applicant if applying in person or the "Mail-In Permit Application" (Form No. 284-199A) if applying by mail. In addition, the property owner must complete and sign "Pool Fencing Notice Letter" (Form No. 284-4) and return to the Department of Building and Safety. No inspections will be given until the "Pool Fencing Notice Letter" is received by Building and Safety.

Side 1 of 2 (over)

Indio Regional Office! 82-675 Highway 111, Room 209! Indio, CA 92201! (760) 863-8271! Fax (760) 863-7040
Riverside Regional Office! 4080 Lemon Street, 2nd Fl.! Riverside, CA 92501! (909) 955-1800! Fax (909) 955-1806
South County Office! 39493 Los Alamos Rd! Murrieta, CA 92563! (909) 600-6100! Fax (909) 600-6105

POOLS AND/OR SPAS (Continued)

PERMIT FEE:

- A. PLAN REVIEW FEE,
(required only for gunite pools and spas): \$ _____
- B. BASIC INSPECTION FEE,
VINYL or FIBERGLASS POOL OR SPA: \$ _____
- GUNITE POOL or SPA: \$ _____
- C. Additional Inspection Fees, as appropriate,
GAS HEATER: \$ _____
- ELECTRICAL (Pump, Light, etc.)
- RESIDENTIAL: \$ _____
- COMMERCIAL: \$ _____

* **NOTE** **TOTAL** \$ _____

* **Minimum fee for permits requiring at least one field inspection is: \$** _____

INSPECTION REQUIREMENTS:

1. Access to the property shall be provided on the date of requested inspection and property address shall be conspicuously posted.
2. Job card and approved plans shall be on the job site and readily available at the time of inspection.
3. Gas piping (if applicable) for pool/spa heater shall be installed with approved/listed materials and air pressure tested with minimum 10 psi for 15 minutes. (Test gauge to be in place and line charged with air for inspector's viewing.)
4. All pool fencing, access gates and pool alarms shall be inspected and approved by the building inspector prior to filling any pool or spa. Access to the dwelling interior will be required for the building inspector to inspect the installation of any door pool alarm system.
5. Electrical pool equipment and circuits shall not be energized until inspected and approved by the building inspector.

NOTE: Failure to provide the above listed requirements at inspection may necessitate the applicant to obtain a reinspection permit.

If additional information is desired regarding this permit, please contact one of our Regional Offices.