



City of Woodland

COMMUNITY DEVELOPMENT DEPARTMENT  
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## Residential Swimming Pool Hot Tub & Spa Submittal Checklist and Regulations

### 2016 California Building Code (CBC) - Requirements

The following general compliance requirements for a swimming pool including an in-ground, above ground or on-ground pool, hot tub, or spa submittal checklist for plan review: Swimming Pool or Pool means any structure intended for swimming or recreational bathing that contains water over 18 inches deep.

1. Submit three (3) plot plans on a minimum 11 x 17-inch paper showing the following:
  - a. Actual setbacks from property lines, house, and other structures
  - b. Location of a GFCI receptacle between 10 and 20 feet from the water's edge
  - c. Location and size of electrical panel
  - d. Access route for pool construction equipment—to determine if encroachment permit is required
  - e. Two (2) Title 24 Energy forms 2016 (CFR-PLB-O3-E pgs 1-3, CF2R-PLB-03-E) pg 1 of 1
  - f. A complete building Permit Application form.
2. Submit two (2) wet stamped and signed copies of steel schedule for gunite pools or spas.
3. Submit three (3) copies of the design plans (pool plans) or manufacturer specifications for the spa/hot tub or dough boy with the wet signature of the person responsible for the plans. Spa information is to include electrical and /or gas requirements. Manufactured spas shall be listed.
4. Provide the following information:
  - a. Existing electrical service equipment (panel) size, and provide a load calculations to verify capacity. **NOTE: Zinco panels cannot be used and will need to be replaced.**
  - b. Pool equipment schedule including manufacturer's specifications and listing information.
  - c. If a heater is to be installed, provide gas piping size and location.
  - d. If solar heater is to be installed, provide manufacturer's installation instructions.
5. An encroachment permit from Development Engineering is required prior to issuance of a building permit for in ground pools if access will be across the sidewalk. Existing damage to the sidewalk must be indicated on the plot plans.

### Swimming Pool and Spa Regulations

1. Any damage to public property (such as driveway approaches, sidewalk, sound walls, sewer lines, water lines, water meter or water meter box, etc.) must be repaired prior to final inspection.
2. The pool and/or spa shall be located a minimum of 3 feet from property line and out of any easement; 10 feet from the edge of water to the equipment pad; and 5 feet from the edge of water to any building. Closer than 5 feet will require additional engineering documentation.
3. New and existing glazing in walls used as a barrier for swimming pools and spas shall be safety glazing when the bottom edge of the glazing is less than 60 inches above the ground and the glazing is within 5 feet of the swimming pool or spa water's edge. CBC: 2406.4.5.
4. Check the current California Electric code for bonding grid specifications.
5. Swimming Pool Heating—shall comply with 2016 California Energy Standards Mandatory Measures for Swimming Pool and Spas.
6. Fencing, Barriers, and Safety Regulations. See Form No. 2-12 REV 02/17