



Swimming Pool and Spa Submittal Checklist (Residential Pools and/or Spas)

In order to ensure timely issuance of your pool or spa permit a complete document packet must be submitted to the Town of Loomis. The following checklist was created to assist you with completion of the submittal process. If you need help regarding clarification of our requirements or just have questions, please contact the Building Department at: (916) 652-1840. Your submittal will be considered acceptable with the following minimum requirements:

- Three sets of the pool or spa plans and specifications separated into three distinct sets. ***(Town staff will not separate and organize the sets for you)*** If you are installing a plug-in spa, the department will require a copy of your manufacture's installation instructions with your submittal in addition to the other items listed herein unless specifically exempted.
- Three sets of the plot plans which shall include all trees, overhead power lines, easements (public & private), dimensions to property lines, existing structures, windows, slopes, retaining walls, sewer, gas or electrical lines and all drainage patterns. The plot plan shall indicate the proposed setback of the pool or spa ***(to the waters' edge)*** from existing structures and property lines as well as the proposed setback of any pool or spa equipment from property lines. ***(Inaccurate information may invalidate your submittal, be sure there are not items missed as the Inspector will not be able to effectively inspect the work and may find additional items that will require correction and delay your project being finalized)***
- Some areas within the Town of Loomis have a Homeowners' Association, who oversees improvements that include, but are not limited to, additions, shade structures and swimming pools/spas etc. If you are within one of these developments, you will be required to obtain approval from your Homeowners' Association's Architectural Review Committee ***prior*** to submittal of plans to the Town for approval. Your application will not be accepted for processing without such approval.
- Indicate on the plans that all pool or spa fencing is to comply with the City of Loomis' pool and spa fencing requirements and show where pool and spa fencing and gates are located. Note on the plans that gates shall be self-closing and self latching and that all doors leading into the pool or spa area shall have an audible alarm which will sound when the door opens. All pool or spa fencing is

required to be at least **five feet in height** from the exterior side of the fenced pool or spa area. **NOTE: *If a spa is being installed and it has a lockable cover, the Town will considered the lockable cover an appropriate means of protection for the spa. It is up to the person obtaining the building permit to ensure that the spa cover is lockable; the permit holder shall provide proof to the Community Development Department and/or the Inspector at the time of the inspection.***

- Obtain an encroachment permit from the Town's Department of Public Works at the same time you submit your pool or spa plans. *(this is not applicable to spas unless there is excavation involved during construction or if the spa is being installed in a way that requires the use of City property such as parking of a crane or other equipment necessary for installation of the spa.)*
- Show all structures and glazing (windows) within five feet of the pool or spa edge. If glazing is located within five feet, safety glass is required.
- Indicate all gas and/or electrical pipes and/or conduit lines and show a cross section of the proposed ditch/s for buried pipes or conduits; indicate burial depth. Indicate the size, type of materials and length of lines for all gas pipes. Indicate the type of materials, conductor sizes and amperage rating of conductors being used for electrical systems. Indicate GFCI protected outlet requirements at exterior outlets with enclosed type outlet covers.
- Show adequate bonding within the area of the pool and/or spa to include all equipment reinforcement steel and other items as per the National Electrical Code, Article 680.

***Pool set backs
13.30.110 G(4)***

Swimming Pools, Hot Tubs, etc. A swimming pool hot tub or spa on a parcel of fifteen thousand square feet or less shall be set back a minimum of five feet side and rear property lines, and shall not be located within a front setback. A swimming pool, hot tub or spa on a parcel larger than fifteen thousand square feet shall comply with the setback requirements of the applicable zoning district. All equipment associated with a pool, hot tub and/or spa on any parcel shall comply with the setback requirements of the applicable zoning district.

***Mechanical equipment placement
13.30.060***

Ground-mounted mechanical equipment located outside of a structure shall comply with the setback requirements of the applicable zoning district. Examples of this equipment include swimming pool pumps and filters, heating, ventilation, and air conditioning, and similar equipment

Town of Loomis
Building Department
3665 Taylor Rd
Loomis, CA 95650

SWIMMING POOL SAFETY ACT HAS NEW REQUIREMENTS FOR HOMEOWNERS OF NEW AND EXISTING POOLS, SPAS, AND TODDLER POOLS

On January 1, 2007, a new law went into effect in California regarding the safety and security of a variety of swimming pools and spas located in private homes, including those in the Town of Loomis.

The Swimming Pool Safety Act requires that an anti-entrapment cover be installed at all pool and spa drains any time a building permit is issued for a home remodel or other types of projects.

As a result of the new requirements, the Town of Loomis is adding an anti-entrapment inspection requirement to single family home building permits. Prior to approving the final inspection of a home remodel permit issued after January 1, 2007, the Town inspector must verify that an anti-entrapment device is installed in an existing pool, spa, or toddler pool within the property boundaries for the address shown on the remodel permit.

The law is specific to building permit associated with single-family homes. Those property owners with pools who do not obtain the proper permits or inspections for a home remodel could be exposing themselves to litigation- as well as a potential tragedy.

Hair entanglement is far and away the most common drain-related killer of children between the ages of 2 and 6. When bathers and swimmers place their heads in the vicinity of active pool drains, their hair may become entangled in the drain cover or grating. From 1978 to 1996, the Consumer Products Safety Commission reported 49 entanglements (including 13 deaths) where the victims' heads were held under water in spas, hot tubs, and whirlpools.

Those obtaining a building permit for a home remodel or modification for a home with an existing swimming pool and/or spa should inspect the pool or spa for anti-entrapment safeguards. If the pool was constructed prior to 1998, it may not have one of the newly required safeguards.

Fortunately, there are readily available products, which can be installed on pools that were constructed without anti-entrapments. Existing pools can be retrofitted with a drain cover specifically designed to prevent entrapment. The new cover is installed simply by removing the existing drain cover and replacing it with the new anti-entrapment cover.

The Town of Loomis buiding inspection staff can assist residents in determining whether or not an existing pool or spa is equipped with an entrapment safeguard. Contact a local pool contractor or pool maintenance company for installation information.

For more information on this new requirement, contact the Town of Loomis Building Division at (916)652-1840. Let's make this summer a safe one and take every precaution possible for our children when it comes to pool use.



**TOWN OF LOOMIS
EXEMPTION VERIFICATION**

DATE RECEIVED: _____ PERMIT # _____ ACCEPTED BY: _____

- TO BE COMPLETED BY APPLICANT -

ASSESSORS PARCEL NUMBER(S) _____

PROPERTY OWNER _____

MAILING ADDRESS _____ CITY _____ STATE _____

PHONE _____ EMAIL ADDRESS _____

PROJECT LOCATION—BE SPECIFIC

PROPOSED PROJECT _____

- | | |
|---|-----------|
| 1. Is there any grading associated with the project? | yes or no |
| 2. Are any trees located on the property within 50' of any proposed grading? (if yes, a tree protection plan will be required for all trees and their drip lines within 50' of grading activity) | yes or no |
| 3. Is the project within a floodplain? | yes or no |
| 4. Are any wetlands (wet areas that are inundated or saturated by surface or ground water for more than 2 weeks out of the year) present onsite? (if yes, a wetlands delineation may be required) | yes or no |
| 5. Are any waterways onsite (including drainage/irrigation ditches/swales)? | yes or no |
| 6. Are drainage patterns going to be modified by the project? | yes or no |
| 7. Are any rare, threatened, or endangered species present onsite? | yes or no |
| 8. Is there a significant (10,000 sq.ft. or more) amount of impervious surface (paving, roof, sidewalk, etc.) proposed? | yes or no |

Signature of individual completing this form

Printed Name and Telephone Number

- TO BE COMPLETED BY REVIEWER -

Verified onsite by _____ Date _____

- DETERMINATION -

Is the project exempt from CEQA? _____ yes or no

Categorical Exemption Class and Number _____



TOWN OF LOOMIS
3665 Taylor Road
Loomis, CA 95650
(916) 652-1840/ Fax (916) 652-1847

POOL EXCAVATION DISPOSAL REQUIREMENTS

I, _____, certify that the excavation material from
(contractor or Agent for contractor)
the pool excavation at _____, Loomis, California
(Job site address)
shall be disposed of in compliance with all local, state, and federal laws and regulations.

I also certify that I have contacted the owner of the property on which I intend to dispose of the excavation material and have received valid authorization and permission from the property owner or his or her agent to place the excavation material on that property.

I further certify that I shall place the excavation material on the property in accordance with all applicable requirements, regulations, and standard industry practices governing the placement of fill materials and the instructions of the property owner.

NOTICE: Unauthorized dumping of excavation material is a violation of California Penal Code §602 and is punishable by a fine or imprisonment or both.

Print Name

signature

Date

Company Name

Contractor's License #