



COMMUNITY DEVELOPMENT DEPARTMENT
DIVISION OF BUILDING & SAFETY

**POOLS AND SPAS
PLAN SUBMITTAL REQUIREMENTS**

The following items are required to be completed prior to project acceptance for processing:

1. Plan check fees to be paid in full upon submittal (see Fee Schedule).
2. One copy of Building Permit Application, and Subcontractor's List, City of Irvine/OCFD/SCAQMD Screening Form (for commercial use only). **Use black or blue ink ONLY.**

An Encroachment Permit and Special Conditions form may be required if project is on a city street.
3. Two blueprints shall be submitted. All sheets must be signed by the registered engineer. (Three sets for commercial use.)
4. All applicable construction details shall be attached and referenced on the plans.
5. One copy of the engineer's structural calculations (if applicable).
6. Two copies of site plan showing dimensions from property line to pool/spa, structures, appliances, skimmers, overflow and other devices. (Three for commercial use.)
7. All piping location, material, and sizing shall be shown.
8. Data to include engineering calculations and/or manufacturer's data to qualify filtration turn-over-time to comply with Section 302 of the Uniform Swimming Pool Code shall be provided.
9. A statement on the plans shall show a special inspector certified by the City of Irvine for all gunite pools and spas be present and reports to the City during all such concrete placement.
10. A single permit is required for prefabricated portable spas installed entirely above grade. Application shall indicate approval number of the spa (i.e.; ICBO#, IAPMO#, U.L.#).
11. All pools/spas shall contain a separate skimmer or approved perimeter overflow. Discharge piping shall be connected directly to the pumped circulation piping flowing through the pool/spa filtration system.
12. Orange County Health Department approval will be required for all commercial uses.