Pool Submittal Requirements

1. Submit 3 sets of a plot plan showing all of the following information:
   a) Identification of the address and owner of the property.
   b) All property lines
   c) All building and accessory building footprints
   d) All trees and their associated drip lines, including trees from adjacent property.
   e) Clearly show the access route to be used for construction of the pool.
   f) Enclosure routing meeting the provisions of Municipal Code Title 9, Chapter 8
   g) Location of associated pumps and water heater relative to property lines. Accurately dimension the heater flue termination relative to the property line.
   h) Location and layout of any private sewer disposal system, including septic tank and leach field routing.
   i) Location of any potable water wells.

2. Submit 3 sets of specific details of the fence system, gates, and alarmed doors to show that they meet the specific requirements of Municipal Code Title 9, Chapter 8. Note that the city will waive the door alarms and outward swinging gate requirements of the ordinance enclosure requirements provided the pool is supplied with an approved electrically operated or manual tracking safety cover meeting the requirements of ASTM Standard F 1346-91. The control for electric pool covers shall be mounted at least 54 inches above grade. The other requirements in the City’s enclosure ordinance are still required.

3. Submit two sets of complete wet-signed and stamped engineering plans (steel schedule) prepared by a registered architect or engineer.

4. Submit two sets of complete wet-signed and stamped structural computations for design of the pool system.

5. Evidence of sanitary district approval. Applicant is responsible for obtaining the approval by taking two copies of the plot plan to the sanitary district’s permit center for approval. Contact information: Contra Costa County Sanitary District, 5019 Imhoff Place, Martinez, CA 94553, (925) 689-3890.

6. For pool permits with valuation of $50,000 or more, submit a completed and signed waste management plan prior to issuance of permit. A final waste management report will be required for the project prior to final.

7. Landscaping, grading, drainage, and site retaining walls (not forming part of the pool itself to retain water) requires a separate and distinct Site Development Permit as administered and issued by Current Engineering Services within the Public Services Department and is not included in the pool permit. If you plan to include site work in addition to your pool construction, please contact the Duty Engineer at (925) 943-5839 for site development permit information and submittal requirements.