



Town of Fountain Hills
Swimming Pool Plan Checklist

PLAN CHECK NUMBER	ADDRESS	DATE
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- Reviewed by:
- Jason Field (480) 816-5127 E-Mail: jfield@fh.az.gov
Plans Examiner
 - Gene Slechta (480) 816-5141 E-Mail: eslechta@fh.az.gov
Planner
 - Art Candelaria (480) 816-5147 E-Mail: acandelaria@fh.az.gov
Civil Engineer
 - Bob Rodgers (480) 816-5138 E-Mail: rrodgers@fh.az.gov
Senior Planner
 - Fred Taday (480) 816-5123 E-Mail: ftadaya@fh.az.gov
Plans Examiner

INSTRUCTIONS:

- Conditional Approval.** All plans are to be **LEGIBLE**. Provide **2** full sets of plans and engineering for review.
- Resubmittal Required.** Plans must be revised and resubmitted for review. Provide the redline copy and **2 CLEAN CORRECTED COPIES** for review with all prior redline comments removed.
DO NOT MAKE CORRECTIONS ON REDLINE COPY.

SWIMMING POOL/SPA EXPIRATION POLICY

All pool permits are valid for **ONE YEAR** after original date of issue. A one-time extension of 180 days will be granted if the request is made prior to the permit expiration and a fee of \$100 is paid. In the event a pool permit expires and no extension was requested, one-half (1/2) of the permit fees will be charged to reinstate the permit. The reinstatement will be allowed for no more than 180 days. If an expired renewed permit expires again after 180 days, the existing permit will become void and a new permit with all new fees and plans will be required.

We encourage questions at any time. The person(s) that reviewed your plans are indicated above and you may contact him/her to discuss the plan review comments.

No.	Description of Minimum Code Requirement
Building Safety	
1.	<p>Plot Plan: Drawn to a minimum scale @ 1" = 20' or 1/16" = 1" providing the following information:</p> <ul style="list-style-type: none"> a. Lot, Block and Plat Number; Subdivision and Address b. Maricopa County Assessor's Parcel Number c. Contour Map and Drainage Plan d. Dimensions of lot and North point e. Dimensions of front, rear, and side yards f. Locations and dimensions of all buildings g. Locations of all Public Utility and/or Drainage Easement h. Locations of all Hillside Protection Easements

No.	Description of Minimum Code Requirement	
	<ul style="list-style-type: none"> i. Non-disturbance line and area clearly marked j. Site date, including disturbance calculations and lot size k. Location and details of all existing fences and proposed fences l. Pool fences must conform to Town's pool enclosure regulations (photos may be required) <p><u>Cross-sections through pool and fence(s) or wall(s) may be required to clarify either Building Safety, Planning & Zoning or Engineering issues.</u></p>	
2.	Specify square footage of water surface on plans.	
3.	Dimension pool length and width.	
4.	Dimension distances from property lines to water's edge.	
5.	Show deck elevations and adjacent grade.	
6.	Indicate if enclosure is to be added to pool permit or needs a separate fence permit.	
7.	Indicate if pool is self-supporting and note the distance from any retaining walls.	
8.	Slopes greater than 3:1, within 7' of pool wall require self-supporting design	
9.	Provide special engineering for water features and/or large boulders in excess of 2 feet in height that surcharge pool shell.	
10.	Provide footing detail.	
11.	Show all windows and doors within 5 feet of water's edge. Note: These windows must be safety glazing. 3-M window film is not acceptable in the Town of Fountain Hills.	
12.	Provide a handrail per 2003 IRC, Section R311.5.6 at all stairways with 4 or more risers (2 or more for commercial buildings).	

Engineering

13.	Provide elevations for patio, pool, kool-decking and adjacent ground to determine pool location and help delineate drainage patterns.	
14.	Pool is not to block existing or prior approved site drainage plan. Show drainage arrows, swales, and/or elevations to prove drainage plan (may also require revised grading contours).	
15.	Pool's dirt wedge to be 7' level from top (crest) of any fill slope and/or retaining wall (if less than 7', pool will require a special design/engineering plan from pool engineer).	
16.	Do not place pool within any existing easements (PUE, DE, etc.) unless the easement has been abandoned (proof of abandonment is required).	
17.	Provide engineered calculations and details for any retaining walls that are required near pool area. Any retaining walls equal ton or greater than 2 feet high (measured from top of footing to top of wall) shall require engineered (stamped) details and calculations.	
18.	All pool-engineered designs are to be stamped by a P.E. and checked/approved by Town Engineer/Staff. Project address to be shown on special pool design calculations and details.	
19.	Dirt is to be removed off-site. No materials from the pool area can be dumped on any property within Town limits without an approved grading plan for the site on which the fill is to be placed.	
20.	Note the existence of expansive soil within pool limits and provide a full and complete geotechnical report.	

Planning and Zoning

13.	Show the location and dimension property lines.	
14.	Indicate the required setbacks.	
15.	Land disturbance calculations may be required to determine if construction of the pool and enclosure will cause the disturbance imitations to be exceeded.	
16.	Show how pool enclosure regulations are met.	
17.	Indicate whether enclosures are existing or proposed (if proposed, provide fence permit number or indicate that it is included on same permit as pool. (If the fencing exists, we may ask you to provide photos of the enclosure).	
18.	Note heights and types of material of ALL existing fences/walls.	

19.	Provide detail of wrought iron fencing when applicable.	
20.	Note any screen walls, utility stub outs, utility meters, planters, retaining walls, pop-outs, ornamental blocks, decorative wrought iron, boulders, etc. that may impact pool enclosures by providing footholds.	
21.	Note bottom and top of wall elevations on any retaining walls/fences.	
22.	Show equipment location (must be inside of pool enclosure or in its own enclosure that meets enclosure regulations.	
23.	Note location and type of all gates. Note that gates are self-closing and self-latching and open away from the pool. Note that R.V. gates are pinned and locked.	
24.	Provide notarized letter of permission from adjacent property owners if attaching to their existing fence/wall or note that the proposed fence/wall will not attach. Note that gap between them will be less than 4". If the property line will be crossed by the proposed fence/wall, but will not be attaching, a letter must also be provided.	
25.	If a transition over the top of a retaining wall for enclosure purposes will need to be made, provide detail on how that transition will be made without compromising the enclosure.	

Because no list can be complete for each and every site, additional items may be requested and/or required.

Swimming Pool Enclosure Requirements

15.	<p>Enclosure Requirements:</p> <p>In accordance with Section 90-10, Fountain Hills Town Code, every premise having a private swimming pool, fish pond, and other contained body of water with eighteen (18) or more inches in depth and/or eight (8) feet at any point measured, shall completely enclose the body of water, plus the incidental installation, from adjoining lots by a solid wall or protective fence of not less than five (5) feet in height and not to exceed (6) feet in height. Residential Structure Walls containing an exterior entry door may be used toward meeting the pool enclosure requirements.</p>
16.	<p>Gates:</p> <p>Every opening in the fence shall be provided with a minimum five (5) foot high self-closing gate, which shall open outwards, away from the pool, and shall have a self-latching latch or lock in good working condition. The latch/lock shall be placed at least fifty (50) inches above the underlying ground and with the closing device (spring, pneumatic, etc) at least thirty-six (36) inches above the underlying ground.</p>
17.	<p>Fence Material and Openings:</p> <p>The fence shall not contain any openings, indentions, or protrusions which might be used for foothold climbing purposes (e.g. unslated chain link fence or ornamental block that allows a foothold). Any vertical opening or opening at ground level in a pool enclosure fence (e.g. wrought iron) shall be of such size that a spherical object four (4) inches in diameter cannot pass through the openings. Wrought iron or wood barristers or enclosures shall be constructed with at least fifty-four (54) inches between the top surfaces of the horizontal members.</p>
18.	<p>Responsibility for Maintenance:</p> <p>It is the responsibility of the property owner to ensure that any pool enclosure fence and its appurtenances (e.g. gates, latching devices, locks, etc.) are maintained in safe and good working order.</p>