

**APPLICATION FOR A PUBLIC SWIMMING
POOL OR SPA CONSTRUCTION, ALTERATION,
OR REPLACEMENT PERMIT**

Maryland Department of Health and Mental Hygiene (DHMH)
Center for Healthy Homes and Community Services (CHHCS)
6 St. Paul Street, Suite 1301, Baltimore, Maryland 21202-1608
Phone 410-767-8417 Fax 410-333-8926
Toll Free 1-877-4MD-DHMH ext. 8417

Maryland Public Pools and Spas regulations (COMAR 10.17.01) require an owner to obtain a construction, alteration, or replacement permit from the Department of Health and Mental Hygiene (DHMH) before constructing or altering a public pool or spa or replacing a component at a public pool or spa. COMAR 10.17.01 prohibits an owner from constructing or altering a public pool or spa or replacing a component without a construction, alteration or replacement permit. COMAR 10.01.17 requires a plan review fee which must be submitted with the application. Make check or money order payable to the Maryland Department of Health and Mental Hygiene.

Complete Sections A through C. DHMH Approval, Regulations, and Inspections is for information and does not need to be returned to DHMH. The DHMH plan review will not begin until the application is complete, all required items are received and the appropriate fee, as listed on Page 6 of this application, is paid.

A. Project Information. Complete all applicable information.

1. Owner(s) _____

Contact Person _____

Mailing Address _____

Phone # _____ Fax # _____ Email _____

2. Facility to be Constructed or Where Alteration or Replacement will Occur:

Physical Address _____

3. Builder or Contractor _____

Contact Person _____

Mailing Address _____

Phone # _____ Fax # _____ Email _____

4. Check one and describe project: New Construction (\$300) Alteration (\$200) Replacement (\$50)
(See fee chart for definitions)

Project description _____

5. Facility Type (i.e. community pool, school, hotel, condominium, health club) _____

6. Pool/Spa Use (i.e. adult, general admission, residents or members only) _____

7. Pool/Spa Type Main Wading Therapy Spray Spa Swim Spa
(A separate application and fee is required for each body of water.)

8. Pool/Spa Location Indoor Outdoor

9. Check all that are included: Night Swimming Diving
 Water Recreation Feature
 Bridge Float Fountain Slide ≤ 10'
 Slide > 10' Tube Ride Water Fall Wave Pool

Water Play Equipment, specify: _____

Other, specify: _____

B. Pool or Spa Plans, COMAR 10.17.01.06. *Indicate content of plan submittal; number plan pages.*

	CHECK IF INCLUDED	PROVIDED ON PAGE	CHECK IF NA
1. Construction permit application signed by owner (Application Page 4).....	_____	_____	_____
2. Site Plan includes:			
a. Contour of the land/Roads.....	_____	_____	_____
b. Location of living quarters in relation to pool/spa.....	_____	_____	_____
c. Location of walkways between buildings.....	_____	_____	_____
3. Building Plan includes:			
a. Means of entry and exit.....	_____	_____	_____
b. Location of telephone within pool enclosure.....	_____	_____	_____
c. Location of any windows and doors.....	_____	_____	_____
d. Location of filter room and chemical storage.....	_____	_____	_____
4. Pool and spa layout includes:			
a. Sectional views of the pool and spa (horizontal, vertical, birds eye).....	_____	_____	_____
b. Detail layout of pool stairs, ladders, handrails etc.....	_____	_____	_____
c. Location of depth markers/vacuum line/ skimmers.....	_____	_____	_____
d. Distance between pools and spas.....	_____	_____	_____
e. Slopes of pool floor/transition points.....	_____	_____	_____
f. Location of fill spouts.....	_____	_____	_____
g. Location of lifeguard chairs and details of chair.....	_____	_____	_____
h. Structures for use by disabled individuals.....	_____	_____	_____
i. Location of automatic shut off switch for spa if applicable.....	_____	_____	_____
5. Pool and spa piping layout includes:			
a. Material/size of piping.....	_____	_____	_____
b. Elbows, joints, etc in piping.....	_____	_____	_____
c. Piping for all suction and return lines.....	_____	_____	_____
6. Deck plan includes:			
a. Materials /dimensions of deck.....	_____	_____	_____
b. Slope of deck/deck drainage.....	_____	_____	_____
c. Material used to seal expansion joint between deck and coping.....	_____	_____	_____
d. Deck equipment (light poles, structural supports, decorative fountains, waterfalls)	_____	_____	_____
7. Barrier plan includes:			
a. Barrier layout/enclosure/material/height	_____	_____	_____
b. Vertical clearance between grade and the bottom of barrier.....	_____	_____	_____
c. Distance between any vertical openings in barrier.....	_____	_____	_____
d. Distance between any horizontal members in barrier.....	_____	_____	_____
e. Size of any decorative cutouts or mesh openings.....	_____	_____	_____
f. Location and size of main access gate.....	_____	_____	_____
g. Location of the latch release on main access gate.....	_____	_____	_____
h. Direction access gate opens.....	_____	_____	_____
i. How access gate is secured or lockable.....	_____	_____	_____
j. Type of self-closing and self-latching devices.....	_____	_____	_____
k. Details of doors and window that open into enclosure.....	_____	_____	_____
8. Filter room layout includes:			
a. Location of circulation, filtration, and disinfection equipment.....	_____	_____	_____
b. Ceiling height of the filter room.....	_____	_____	_____
c. Material the of the floor in the filter room.....	_____	_____	_____
d. Location of floor drains.....	_____	_____	_____
e. Location of the vacuum, influent, and effluent gauges.....	_____	_____	_____
f. Location of the flow meter.....	_____	_____	_____
g. Location of thermometer if pool or spa is heated.....	_____	_____	_____
h. Location of pump shut off switch.....	_____	_____	_____
9. Ventilation plan includes:			
a. Ventilation of the equipment room/chemical storage room.....	_____	_____	_____
b. Ventilation of an indoor pool or spa exhausting system or dehumidifying system and make-up air.....	_____	_____	_____
c. Ventilation of bathrooms.....	_____	_____	_____

	CHECK IF INCLUDED	PROVIDED ON PAGE	CHECK IF NA
10. Bathhouse plan includes:			
a. Material used for flooring.....	_____	_____	_____
b. Material of partitions.....	_____	_____	_____
c. Location of water closets/urinals/lavatories.....	_____	_____	_____
d. Location of shower heads/type of anti-scald device.....	_____	_____	_____
e. Location and type of soap dispensers and shatter-resistant mirrors.....	_____	_____	_____
f. Location of toilet paper holders.....	_____	_____	_____
g. Location of sanitary napkin/tampon dispenser in women's restroom.....	_____	_____	_____
h. Location of baby changing tables.....	_____	_____	_____
11. Lighting plan includes:			
a. Number of foot-candles of artificial illumination in the equipment room.....	_____	_____	_____
b. Number of foot-candles of artificial illumination in chemical storage area.....	_____	_____	_____
c. Location and wattage of underwater lights.....	_____	_____	_____
d. Location and wattage of deck lights.....	_____	_____	_____
e. Number of foot-candles of artificial illumination of walkways.....	_____	_____	_____
f. Location and wattage of any overhead lighting.....	_____	_____	_____
g. Number of foot-candles/wattage of artificial illumination in bathhouses.....	_____	_____	_____
12. Potable water supply plumbing diagram includes:			
a. Supply lines to drinking fountain within pool enclosure and deck hose bibbs...	_____	_____	_____
b. Supply lines to hose bib in filter room/men's and women's restroom.....	_____	_____	_____
c. Supply lines to fill spout.....	_____	_____	_____
d. Supply lines to fixtures in bathhouse.....	_____	_____	_____
13. Waste disposal plumbing diagram includes:			
a. Disposal lines from bathhouse fixtures.....	_____	_____	_____
b. Disposal lines from floor drain in bathhouse.....	_____	_____	_____
c. Disposal lines from floor drain in equipment room.....	_____	_____	_____
14. Finish schedules include:			
a. Finish schedule for doors to bathhouse, equipment room, chemical storage area, entrances/exits (Include locking devices).....	_____	_____	_____
b. Finish schedule for floors for bathhouse and chemical storage area.....	_____	_____	_____
c. Finish schedule for walls for pool enclosure, bathhouse, equipment room, chemical storage area, etc. (Include locking devices).....	_____	_____	_____
15. Equipment specifications include:			
a. Make and model of filters.....	_____	_____	_____
b. Make and model of skimmers.....	_____	_____	_____
c. Make and model of pumps.....	_____	_____	_____
d. Make and model of multi-port valves.....	_____	_____	_____
e. Make and model of chemical feeders.....	_____	_____	_____
f. Make and model of flow meter.....	_____	_____	_____
g. Make and model of chemical process equipment.....	_____	_____	_____
h. Make and model of heaters.....	_____	_____	_____
i. Make and model of suction, main drain, and equalizer covers.....	_____	_____	_____
j. Make and model of swimming pool and water slides.....	_____	_____	_____
k. Make and model of any water recreation attractions.....	_____	_____	_____
l. Make and model of safety equipment including first aid kits, backboards, CPR facemask, blood borne, pathogen kit, and rescue tubes.....	_____	_____	_____
m. Safety signs including spa safety signage.....	_____	_____	_____
n. Safety plan including supervision, attendants, lifeguards and safety personnel for all pools with water recreation attractions.....	_____	_____	_____
16. Head loss calculations include:			
a. Equipment head loss for filters, valves, heaters, and circulation equipment based on design flow rate, and filter pressure differential for clean and dirty conditions..	_____	_____	_____
b. Elevation of pump suction and discharge relating to pool/ spa water service level	_____	_____	_____
c. Determination of total dynamic head of the circulation system for pump selection	_____	_____	_____
17. Pump performance curve.....	_____	_____	_____

- 18. Waste disposal site includes:
 - a. MDE discharge permit..... _____
 - b. Deck drainage disposal..... _____
 - c. Backwash water disposal..... _____
- 19. Chemical storage plan includes:
 - a. Protection against the weather, excess heat, and moisture..... _____
 - b. Storage of chemicals according to the chemical's material safety data sheet... _____

C. Owner's Statement. Complete 1 for full construction, alteration or replacement, complete 2 for partial

1. Owner's Statement for New Construction, Alteration, or Replacement:

I hereby acknowledge that all items listed or shown in these plans and specifications as not in contract (NIC), by others, or equivalent, are my responsibility. I realize that this entire project must be completed according to the approved plans and specifications and all conditions listed in the construction permit prior to the issuance of an operating permit by the Secretary. I agree with this statement and supplied correct information.

X OWNER'S SIGNATURE	DATE	PRINT NAME
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2. Partial Construction Permit: For new construction of part of a public pool or spa, such as pool shell only, submit the following:

- a) A detailed written explanation of why construction plans for the entire pool or spa cannot be submitted;
- b) Plans, information, and statements as required above that pertain to the part of the public pool or spa being constructed;
- c) A site plan;
- d) Information regarding the proposed water supply and waste disposal system; and
- e) The signed statement below.

Owner's Statement for Partial Construction:

I hereby acknowledge that all items either listed or shown in these plans and specifications as not in contract (NIC), by others, or equivalent, are my responsibility. I also realize that this entire project must be completed according to the approved plans and specifications and all conditions listed in the construction permit prior to the issuance of an operating permit by the Secretary. **In addition, I realize this partial construction will be proceeding at my own risk without the assurance that a DHMH permit for the construction of the rest of the pool or spa will be granted.** I agree with this statement and supplied correct information.

X OWNER'S SIGNATURE (for Partial Construction Permit)	DATE	PRINT NAME
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DHMH Approval, Regulations, Inspections, and ANSI References

1. DHMH must approve plans and specifications before a DHMH construction, alteration, or renovation permit is issued. For prompt DHMH review make sure the application, plans and specifications are completed in full and signed by the owner. Plans must:

- a) Be prepared by licensed or certified professional engineer, architect, draftsman, or a person with extensive experience in the design of pools and spas,
- b) Be drawn to scale, in a professional and accurate manner, with sufficient clarity and detailed dimensions to show the nature and character of the work to be performed,
- c) Include specific information and specifications on the quality or performance of the material or equipment necessary to establish conformance with COMAR 10.17.01; and
- d) Include the following, except that if the application is for an alteration or renovation, only the information that pertains to the alteration or renovation is required:
 1. Site plan with contours,
 2. Building plan,
 3. Pool/spa layout plan, sectional views, and equipment,
 4. Pool and spa piping layout plan,
 5. Deck and barrier plan,
 6. Filter room layout plan/equipment and piping location,
 7. Ventilation plan,
 8. Bathhouse plan,
 9. Lighting plan,
 10. Potable water supply plumbing diagram
 11. Waste disposal plumbing diagram,
 12. Finish schedules,
 13. Equipment and material specifications,
 14. Head loss calculations,
 15. Pump performance curve,
 16. Wastewater disposal site,
 17. Chemical storage plan, and
 18. Any information, material samples, necessary to determine if the plans and specifications comply with COMAR 10.17.01

The DHMH plan review will not begin until the application is complete, all required items are received and the appropriate plan review fee is paid. When plans do not meet COMAR 10.17.01, the regulations require DHMH to disapprove the plans and deny the construction, alteration or renovation permit. In addition to the DHMH construction, alteration, or renovation permit, an owner shall obtain local zoning approval and building, electrical, plumbing, and other applicable local permits before constructing or altering a public pool or spa.

2. Online Maryland Public Pool and Spa Regulations, COMAR 10.17.01: Go to www.dsd.state.md.us. Choose "COMAR On Line", Search Option #3-"Access through Table of Contents". From the Title list, choose: 10 Department of Health and Mental Hygiene, next choose subtitle 17 Sanitation, then 10.17.01 Public Pools and Spas. Each regulation is listed separately; 10.17.01.01-10.17.01.54

3. ANSI References may be obtained at www.ANSI.org Phone (202) 293-8020 Fax (202) 293-9287

4. ADA, Americans with Disabilities Act information is available online at www.ada.gov/2010ADASTandards_index.htm

5. Final DHMH inspection and approval are required when the project is complete. DHMH piping inspection is required for water recreational features; otherwise, written verification confirming approved piping installation is required from the owner and pool builder.

DHMH Public Pool and Spa Plan Review Fees

A separate application and fee is required for each body of water. Make check or money order payable to Department of Health and Mental Hygiene

Type of Project	Definition	Fee
New Construction	1) Construct new pool or spa; 2) Total reconstruction of a pool or spa 3) New construction of part of a pool or spa, such as pool shell only	\$300
Alteration	1) Change or modify an equipment room, a bathhouse, a component or the configuration of a pool or spa 2) Move a component from one location or position to another 3) Install a new component	\$200
Replacement*	1) Substituting a component, which has a different make and model but has the same operating characteristics and certifications as the previously approved component, for a previously approved component. Replacement does not include: <ol style="list-style-type: none"> i. substitutions involving a pump; ii. substitutions involving a suction outlet sump or cover; iii. installation of additional equipment; or iv. substitutions involving a component which does not meet the requirements of this chapter. 	\$50*
Repair (does not require plan review)	Repair means substituting a component having the same make and model as the previously approved component for the previously approved component. Repair does not include: <ol style="list-style-type: none"> i. installation of additional equipment; or ii. substitutions involving a component which does not meet the requirements of this chapter. 	none
Note – Component means: <ol style="list-style-type: none"> i. a piece of pool or spa equipment; ii. a deck; iii. a barrier; iv. one or more skimmers; v. one or more filters, including piping and valves; vi. a ventilation system; vii. lighting provided for water, deck and walkways; viii. pipe material for pool or spa water 		

*Once DHMH delegates plan review of 'replacement' to the local county health department, the fee will change depending on each local jurisdiction. Application and fee for replacement will then be submitted to the local health department instead of DHMH. Check with DHMH before sending a replacement application and fee.