



West Central Health District Environmental Health

Public Swimming Pool, Spa and Recreational Water Park Construction Permit Application Process

You are applying for a Public Swimming Pool, Spa, or RWP Construction Permit. It shall be unlawful for any person to build, alter, or remodel a public pool, spa, or recreational water park without first having obtained a valid construction permit from the health authority. Incomplete information may delay the plan review, plan approval, and/or permit issuance. **The plans shall be submitted at least 30 days prior to beginning construction.** A construction permit is valid for 12 months from the date of issue. If the project has not been completed within that time, then the owner must apply to renew the permit.

The following items are due at time of Construction Permit application submittal:

1. _____ Notarized Verification of Residency form (see attached)
2. _____ Application and Plan Review Fee (see local Health Department)
3. _____ Construction Permit Application (see attached)
4. _____ Pool Construction Plan Review Pg. 1 – 10 (see attached)
5. _____ Hydraulic Analysis Worksheet Pgs. 1 – 5 (see attached). A professional engineer licensed in the state must sign the department hydraulic analysis form and submit the completed worksheet with the construction plans.
6. _____ Two complete sets of scaled construction plans. The plans shall indicate, at a minimum, the proposed layout, the mechanical plans, the construction materials, and the type and model of proposed equipment. The construction plans must bear the seal of a licensed architect or professional engineer. Complete specifications for the project shall accompany the plans, including manufacturer's cut sheets and specifications on all equipment.
7. _____ Water supply approval from local Water Works or other local governing authority. See local Health Dept if on onsite septic system.
8. _____ Wastewater and backwash disposal approval. Approval documentation for Back Flow Prevention from local Water Works or other local governing authority.
9. _____ Approval documentation (e.g. inspection, letter, etc) from the Fire Marshall or other Fire Authority.
10. _____ Zoning Approval from local municipality.
11. _____ Pool Fact Sheet (see attached)

An Annual Inspection fee is due to the local Health Department **upon Construction completion, prior to the Inspection for permit issuance**. Please contact your local Health Department for the amount of the Annual Inspection fee.

Please contact your local county Environmental Health office if you have any questions. You may also refer to the state Public Swimming Pool, Spa, and RWP Rules and Regulations at:

<https://dph.georgia.gov/environmental-health/pools>