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## Private Swimming Pools and Hot Tubs - Building Permit Application Checklist

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*Note: All applications must provide sufficient information to show that the proposed work will conform to the National Building Code-Alberta Edition and whether or not it may affect adjacent properties.*

### Please submit the following:

- Permit Application
  - Signature
  - Mailing Address
  - Contact Number
  - Email Address
  - Payment Method
  - Blue Sign/Fire Number, Civic Address, Legal Description and/or Land Location
  - Project Value
  - Detailed Description of Work
- Development Permit *(if required by the Municipality. Check with your local jurisdiction)*
- Site Plan showing location and size of the proposed hot tub or pool, property lines, dimensions, adjacent buildings and/or structures, north arrow, etcetera
- For in-ground pools only: complete set of engineered plans and specifications for the construction of the pool
- Specification or Plans indicating:
  - if a fence is existing and its height
  - if a locking gate is present on the property
  - confirmation of a lockable cover in conformance with ASTM F1346-91 standards for safety covers

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### NOTEWORTHY ITEMS

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- ★ Includes temporary above ground or permanent below ground installations.
- ★ If you are planning to place your hot tub or temporary pool on a deck, additional structural requirements will apply.
- ★ A swimming pool is classified as a structure, basin or tank containing an artificially created pool of water used for swimming, recreation, bathing, diving, wading, healing or therapy, religious rituals or other purposes.
- ★ For more information see the Safety Tip Brochures provided by the Safety Codes Council at [www.safetycodes.ab.ca/permits-inspections/safety-tips/](http://www.safetycodes.ab.ca/permits-inspections/safety-tips/)
- ★ Complete site locates prior to construction to ensure safe construction and placement of structures as various codes contain regulations pertaining to construction near or over utility services.