



## Salem City

Building Department  
PO Box 901  
Salem, UT 84653  
801-423-2770 ext. 205

### Swimming Pool -Building Permits

#### Steps for submitting application for building permit

- Go to <http://www.salemcity.org/> (open in Google Chrome or Firefox browser)
- Scroll down to “building department” section (it will be on the left side of the page)
- Click on “permit request (Cityworks Program)” (It is in bright yellow)
- Proceed to create a new user or login if you already have a user setup
- At the top, center of the page click “create application”
- Select “building” tab
- Click “residential”
- Click “residential other”
- A pop up window appears, read carefully and click “OK”
- Click “begin application” to the bottom right
- Follow prompts and fill out requested information

**Swimming Pool Checklist** – Please make sure all of the following are included in the pool plans.

#### Governing Codes for Swimming Pools:

International Swimming Pool and Spa Code (ISPSC) Chapters 1,2,3,7,8,9,10 & 11; International Residential Code (IRC) Electrical Chapters 34-42; IRC Mechanical Chapters 12-24; IRC Plumbing Chapters 25-33; ARC Appendices F, G, I & N.

- 1) Include a note on plans that the pool will be built to all the above listed codes.
- 2) Provide a site plan showing all of the following:
  - a) pool with dimensions, and measurements to property lines
  - b) class of pool by code, and type of pool (example: fiberglass, block, liner, gunnite, etc.)
  - c) show decking and walkways
  - d) whatever is added with the pool
  - e) show barriers, type of barrier, gate location showing swing away from pool and self-closing hinge with locking latch and location of latch
  - f) house and door locations, and if used as part of barrier, show alarms to the pool
  - g) show location of all equipment with barrier around equipment
  - h) show location of all disconnects and emergency shutoff switches
  - i) show all GFCI receptacles at equipment
  - j) show existing locations of all GFCI receptacles, show at least one within 6 to 20 feet of pool
  - k) show locations of all plumbing, electrical and gas lines with non-metallic raceways and tracer wire (no conduit allowed under or within 5 feet of pool other than to pool equipment)
  - l) show location of hose bibs for rinsing down decks

- m) show slip resistant decks and stairs
  - n) show opening of fence and gates to ISPSC 305, list what type of barrier will be around pool
  - o) show all switches and timed switches (if used)
- 3) Provide complete construction plans that show full details of how pool will be constructed, all materials being used for pool construction, including showing location of drains with suction entrapment avoidance to APS-7. Plans are required to be stamped by a state licensed Structural Engineer.
  - 4) Provide complete plans showing all details of pool and what has been added with the pool. Show footprint of pool, and type of walkways around pool. Show all plumbing, electrical, grounding and bonding of all electrical boxes, steel, lights, rails, cabinets and equipment to each other. Show handrail, steps or ladders.
  - 5) Provide manufacturer listing on all new equipment and show on plans with size of BTU's and how it will be fastened or supported.
  - 6) Note: covers over heat pools shall be provided with a listed vapor-retardant cover. Provide listing.
  - 7) Note that materials for pools, spas and apparatuses show construction of materials that are non-toxic to humans; that are impervious and enduring; that will withstand design stresses; that will provide a water tight structure with a smooth and easily cleanable surface.
  - 8) If installing a diving board, show it on plans and provide the manufacturer specifications.
  - 9) Show all emergency shut-off switches on site plan.
  - 10) Show your return and suction fittings with pool sizing to ISPCS 314.
  - 11) Show skimmer or note with sizing to pool to ISPSC 315.
  - 12) Show hand holds around pool if pool exceeds 42 inches to ISPSC 323.
  - 13) Show handrails to ISPSC 323.2.

**Additional documents may be required throughout the building process**

If you have any questions or need help with anything please call Amy at 801-423-2770 ext. 205.

# TYPICAL POOL SITE PLAN

Design and construction of pool complies with International Swimming and Spa code (ISPSC) Chapters 1, 2, 3, 7, 8, 9, 10 & 11 and IRC Electrical Chapters 34-42, IRC Mechanical Chapters 12-24, IRC Plumbing Chapters 25-33, IRC Appendices F, G, I, and N.

