

# APPLICATION FOR A PUBLIC SWIMMING POOL OR SPA CONSTRUCTION PERMIT

Maryland Department of Health and Mental Hygiene (DHMH)  
Division of Community Services  
6 St. Paul Street, Suite 1301, Baltimore, Maryland 21202-1608  
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www.cha.state.md.us/ofpchs/comm\_srv

Maryland Public Pools and Spas regulations (COMAR 10.17.01) require an owner to obtain a construction permit from the Department of Health and Mental Hygiene (DHMH) before constructing or altering a public pool or spa. COMAR 10.17.01 prohibits an owner from constructing or altering a public pool or spa without a construction permit.

Complete Sections A, B, and C. See Section D. DHMH Approval, Regulations, and Inspections. The DHMH plan review will not begin until the application is complete and all required items received.

## A. Project Information

1. Owner(s)\_\_\_\_\_

Contact Person\_\_\_\_\_

Address\_\_\_\_\_

Phone #\_\_\_\_\_ Fax #\_\_\_\_\_ Email\_\_\_\_\_

2. Facility to be Constructed or Where Alterations will Occur:

Address\_\_\_\_\_

3. Pool Builder\_\_\_\_\_

Contact Person\_\_\_\_\_

Address\_\_\_\_\_

Phone #\_\_\_\_\_ Fax #\_\_\_\_\_ Email\_\_\_\_\_

4. Project See Section D for regulation information and plan submittal requirements.

Check one and describe project. ☐ New Construction ☐ Renovation/Alteration ☐ Partial Construction

Project description \_\_\_\_\_

Facility Type (i.e. community pool, school, hotel, condominium, health club) \_\_\_\_\_

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

Facility	#	Indoor	#	Outdoor	Night Swimming	Diving	Comment		
Main Pool									
Wading Pool									
Therapy Pool									
Spray Pool									
Spa									
Swim Spa									
Water Recreation Features	Bridge	Float	Fountain	Slide ≤ 10'	Slide >10'	Tube Ride	Waterfall	Wave Pool	
	Water Play Equipment, describe:								
	Other, describe:								

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.....	_____	_____	_____
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.....	_____	_____	_____
10. Bathhouse plan includes:			
a. Material used for flooring.....	_____	_____	_____
b. Material of partitions.....	_____	_____	_____

	CHECK IF INCLUDED	PROVIDED ON PAGE	CHECK IF NA
Bathhouse plan includes:			
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 or 2.*

#### 1. Owner's Statement for New Construction or Renovation/Alteration:

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 DHMH Secretary. I agree with this statement and supplied correct information.

\_\_\_\_\_  
**X** OWNER'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINT NAME

#### 2. 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.

\_\_\_\_\_  
**X** OWNER'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINT NAME

### D. DHMH Approval, Regulations, Inspections, and ANSI References

1. DHMH must approve plans and specifications before a DHMH construction 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, only the information that pertains to the alteration is required:

- |   |   |
|---|---|
| 1. Site plan with contours,                               | 11. Waste disposal plumbing diagram,                          |
| 2. Building plan,   | 12. Finish schedules,   |
| 3. Pool/spa layout plan, sectional views, and equipment,  | 13. Equipment and material specifications,                    |
| 4. Pool and spa piping layout plan,                       | 14. Head loss calculations,                                   |
| 5. Deck and barrier plan,                                 | 15. Pump performance curve,                                   |
| 6. Filter room layout plan/equipment and piping location, | 16. Wastewater disposal site,                                 |
| 7. Ventilation plan,                                      | 17. Chemical storage plan, and                                |
| 8. Bathhouse plan,  | 18. Any information, material samples, necessary to determine |
| 9. Lighting plan,   | if the plans and specifications comply with COMAR 10.17.01    |
| 10. Potable water supply plumbing diagram                 |   |

The DHMH plan review will not begin until the application is complete and required items received. When plans do not meet COMAR 10.17.01, the regulations require DHMH to disapprove the plans and deny the construction permit. In addition to the DHMH Construction 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 MD Public Pool and Spa Regulations, COMAR 10.17.01: Go to [www.dsd.state.md.us](http://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. Then choose: 10.17.01 Public Pools and Spas. Each regulation is listed separately; 10.17.01.01-10.17.01.54.

Regulation booklets are available. The cost is \$0.56/booklet plus shipping. Contact Shirl Fox at (410) 767- 8417 or [sfox@dhhm.state.md.us](mailto:sfox@dhhm.state.md.us). Submit a written request and check or money order, payable to MD DHMH, to:DHMH/Division of Community Services, 6 St. Paul Street, Suite 1301, Baltimore MD 21202-1608.

3. ANSI References: May be obtained @ [www.ANSI.org](http://www.ANSI.org), Phone (202) 293-8020; Fax (202) 293-9287.

4. Final DHMH Construction 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.