

	CITY OF AGOURA HILLS BUILDING & SAFETY DIVISION 30001 LADYFACE COURT AGOURA HILLS, CA 91301	PHONE: (818) 597-7334 FAX: (818) 597-7352 www.AgouraHillsCity.org
POOL PERMIT APPLICATION REQUIREMENTS		OP-01E 4-15-22

The following requirements shall be met prior to an application for a new residential pool permit being considered complete. Applications considered incomplete may be denied plan check review until all items have been provided. Please provide 2 sets of each:

- Site Plan**
 Pool Plans
 Soils Report
 Drainage Plan

GENERAL/SITE PLAN

The site plan should be drawn on 24" x 36" sheets with a scale of 1" = 40' or larger. The plan shall be prepared by a person qualified to prepare plans for construction purposes and shall include all of the following items:

1. Site address, tract, and lot number.
2. The owner's, contractors', and engineer's name, license, and phone number.
3. Identify on the cover sheet the following applicable "Project Building Data": **Applicable Codes - 2019 CA Residential, Building, Plumbing, Mechanical, Electrical, and Energy Codes.**
4. Project site boundaries (property lines). Pool setback to the property line(s). Add the following note: **"Pool/spa less than 7'6" to the property line will require a licensed surveyor to determine the location of the property line. Provide documentation to the building inspector"**.
5. Existing structures
6. Depict all easements, restricted uses, and/or common areas. Show bearing and distances of easements, which may be affected by the construction of the pool.
7. Show the location and dimension of the pool and/or spa. Indicate the square footage of the pool and/or spa.
8. Pool setback (min. 5 ft. per Planning Dept.) to the main residence.
9. **All ascending and/or descending slopes contiguous to the site.** Locate and dimension the distance between the top/toe of slopes and the pool/spa.
 - a. If no slopes are present then add the following note on the plan: **"No 3:1 or steeper slopes are within 20 ft. of proposed pool/spa."**
10. Indicate or note which site improvements shall be under separate permit/plan check or future work.
11. Show the location of the street.
12. Show the location of the pool equipment
13. Show a "north arrow" **N ↑**
14. Provide site-specific **Cross-Section(s)** to verify the required **slope setback** distances from top and/or toe of slope. Elevation data (height of slope), gradient, and slope configuration shall be included. (CBC 1808.7.3)
 - a. **Ascending Slope:** Required Setback = ht. of slope / 4 (H/4), (1.5 ft. min; 7.5 ft. max.)
 - b. **Descending Slope:** Required Setback = ht. of slope / 6 (H/6), (2.5 ft. min; 20 ft. max)
 If the setback measured from the pool wall to the top of the slope is **less than 7 ft.**, the pool wall shall be designed as **"free-standing."**

HELPFUL INFO: *If the result calculated from the equations above is not within the limits, then the required setback is either the minimum or maximum. Example: If the result is 1 ft. for ascending slope, then the setback must be at least 1.5 ft. If the result is 50 ft. for descending slope, then the setback must be at least 20 ft.*

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15. Show the location of, or provide sufficient notes/details for a “Swimming Pool Barrier” that complies with the City of Agoura Hills Municipal Code Section 8200(h).
- a. Add the following note on the plans: **“Pool barrier shall be installed and approved prior to plastering**
 - b. The top of the barrier shall be at least 60” above grade, on the outside of the barrier.
 - c. The maximum vertical clearance between grade and the bottom of the barrier (horizontal member) shall be 2”.
 - i. The maximum vertical clearance may be increased to 4” when the grade is a solid surface such as a concrete deck, or when the barrier is mounted on top of the aboveground pool structure.
 - d. Any decorative design work on the outside of the barrier, which renders the barrier climbable, is prohibited.
 - e. Openings in the barrier shall not allow passage of a 1-3/4” diameter sphere except:
 - i. When the vertical spacing between such openings is 48” or more, the opening size may be increased such that the passage of a 4” diameter sphere is not allowed.
 - f. For fencing composed of vertical and horizontal members,
 - i. When the horizontal members are spaced less than 45” apart, then the members shall be placed on the poolside of the barrier.
 - ii. When the horizontal members are spaced 48” or more, then the spacing between the vertical members may be increased up to 4”.
 - g. New chain link fences are not permitted to be used as a barrier.
 - i. Existing chain link fences may be used as a barrier provided the fence shall not be less than 11 gauge and have slats of wood or UV-resistant plastic interwoven and complies with the Land Use and Development Code.
 - h. Access gates shall be self-closing & latching and swing outward away from the pool. The latching device shall be located on the poolside.
 - i. Structure walls that serve as a barrier may have either self-closing and latching doors or doors equipped with alarms complying with UL 2017.

ENERGY

1. Note on plans: **“The CF2R-PLB-03-E Form (Certificate of Installation: Pool and Spa Heating) shall be submitted to the building inspector prior to final inspection of the pool equipment installation.”**
2. The following energy requirements per Section 110.4 of the 2019 California Energy Code shall be **noted on the plans** for pool/spa heating equipment:
 - a. Heater must have a thermal efficiency that meets the Appliance Efficiency Regulations.
 - b. Readily accessible “on/off” switch on the outside of the heater.
 - c. Permanently mounted weatherproof plate with instructions for energy-efficient operation.
 - d. At least 36” of pipe between the filter and the heater.
 - e. Provide a cover for the outdoor pool/spa.
 - f. Multi-directional inlets for recirculated water.
 - g. Time clock for the circulation pump.
 - h. Heater pilot lights are prohibited (CEnC 110.5).

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3. The following energy requirements for the filtration system shall be **noted on the plans** for pool/spa heating equipment: [CEnC 150(p)]
- a. Pipe Sizing and Flow Rate:
 - i. All pumps and pump motors must be certified by the CEC and shall comply with the Appliance Efficiency Regulations.
 - ii. Based on the volume (gallon) of the pool, the pump flow rate, pipe sizes, and filter size shall be determined by the Pool Sizing Table on the CF2R-OLB-03-E form.
 - iii. Pump motors used for filtration with a capacity of 1 HP or more shall be multi-speed. The pumps must have the default setting at the lowest speed for filtration.
 - iv. Each auxiliary pool load shall be served by either separate pumps or the system is served by a multi-speed pump.
 - b. System Piping:
 - i. The suction side pipe must be straight for at least 4 pipe diameters before installing into the pump.
 - ii. All elbows shall be sweep elbows OR elbow-type that has a pressure drop of less than the pressure drop of straight pipe with a length of 30 pipe diameters.
 - 1. Reduced friction sweep PVC 90 shall be used and shall be Schedule 80 pressure-rated fittings. No PVC drainage non-pressure-rated-type fitting shall be used.
 - c. Valves:
 - i. If a backwash valve is used, then the minimum diameter of the valve shall be 2" or the same size as the return pipe, whichever is greater.

DRAINAGE

- 1. Show the proposed site drainage patterns with flow lines about the pool/spa taken to the street or other existing and approved drainage systems.
- 2. Do not direct lot drainage over a fill slope or onto the adjacent properties.
- 3. Show the locations of the new area drains and indicate the direction of flow on the sub-grade drainage system.
- 4. Provide a legend to identify all symbols used or indicate/note the following features: Catch basins, area drains, the direction of sub-grade drainage flow, flow lines, etc.
- 5. Identify the size and material type (PVC, ABS, PSM, or SDR) of the proposed sub-grade drainage pipe on the plan.
- 6. Clearly distinguish between the existing and proposed drainage systems by using different distinct symbols. Identify the symbols on the plan.
 - a. Locate where the proposed drainage system shall be tied into the existing system or the curb drain on the plan.
 - b. If a curb drain is proposed, indicate that the drain shall be constructed per City standards. Note on the plan: **"Separate permit is required for work in the Public Right of Way."**
- 7. Lot/pool drainage system sub-grade piping must have a minimum of 1% slope and 4" ground cover. Show or note on plan.

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8. Show or note on the plan a minimum surface drainage slope grade for landscape and asphalt concrete (AC) pavement of 1.0% and concrete pavement of 0.5% percent.
9. Place the following notes on the plan:
 - a. **“Provisions shall be made for contributory drainage at all times.”**
 - b. **“Secure permission from City Engineer for construction and/or discharge of drainage within the street right-of-way.”**
10. If a pool sub-drain is recommended in the soils report, then provide detail for the pool sub-drain.
 - a. Locate the discharge point, and detail a velocity reducer. Do not drain over a fill slope.

STRUCTURAL/SOILS-GEOLOGY

1. Design professionals (landscape architect, engineer, etc.) to “wet-stamp” and sign all respective plans.
2. Geotechnical Engineer/Engineering Geologist shall indicate on the plans that the foundations meet the requirements of the project soils/geology report by placing a signature or stamp on the pool foundations plans.
3. Provide structural calculations for:
 - a. “Free-standing” pool wall design where the setback is less than 7 ft. measured from the pool wall to the top of slope of a descending slope.
 - i. Locate the “free-standing” walls on the pool plan view and cross-reference the applicable detail(s).
 - b. Retaining walls and pool walls/conditions not covered by the “Standard Pool Plan”.
4. Submit a site-specific soils report not more than 2 years old; specifically, address (with recommendations) the proposed pool/spa construction.
 - a. Reference on plans the project soils report by Company, project number (if any), and date.
 - b. Indicate on the plan the allowable design “EFP” (equivalent fluid pressure) per the soil report. This may include the inward (retaining) pressure and the outward (freestanding) pressure.
 - c. Detail or note the requirement of a hydrostatic relief valve and/or sub-drain as recommended in the report.
5. Unless the soils report indicates otherwise, the soils are assumed to be expansive and contain sulfates:
 - a. All details are to represent the expansive soil alternative. Cross out all details not applicable to the project on the “Standard Pool Plan”.
6. Note on plans: **“Soils Engineer to observe and approve pool excavations prior to City of Agoura Hills foundation inspection.”**