



City of San Leandro  
Division of Building & Safety Services  
835 East 14th Street San Leandro, CA 94577  
Main Line:(510) 577-3405 Kiosk: (510) 577-3423  
Fax: (510) 577-3418

## **SWIMMING POOL AND SPA PLAN SUBMITTAL REQUIREMENTS**

Definition: From 2019 CBC section 202: SWIMMING POOL or POOL means any structure intended for swimming or recreational bathing that contains water over 18 inches deep. Swimming pool includes in-ground and above-ground structures and includes, but is not limited to, hot tubs, spas, portable spas and non-portable wading pools.

A building permit is required for the installation of all pools, spas, decorative ponds and fountains that contain water that is more than 18 inches deep. The permit and inspections for an in-ground pool will cover the entire pool structure, the equipment, the utility connections and all of the required safety measures. The permit and inspections for an above-ground pool or spa will cover mainly the electrical connections for the equipment, the location and pool setbacks, and the required safety measures. The application for a pool or spa permit should include a plot plan that details the location of the proposed structure on the property, the setbacks from the property line(s), setbacks from the house or other structures, the location of the pool equipment, and the location of electrical subpanels, disconnects, or receptacles that serve the pool equipment. The plot plan should also include the name and phone number of the property owner, the address of the project, and the location of any known public or private easements. The plans for in-ground pools will also include the engineer's wet stamped and signed detail sheet (steel schedule) with the specific items that apply to the pool highlighted. Submit three copies of the plot plan, two copies of the engineer's detail sheet, and one copy of the preliminary title report for your property.

### GENERAL REQUIREMENTS:

1. For setback requirements for all pools, spas and pool mechanical equipment contact the Planning Division at [Planner@sanleandro.org](mailto:Planner@sanleandro.org)
2. Glass that is located within 60" horizontally from the water's edge and that the lowest edge is not more than 60" above the walking surface shall be tempered glass as per 2019 CBC 2406.4.5.
3. Swimming pools or spas shall have at least two circulation drains per pump that are hydraulically balanced and symmetrically plumbed through one or more T fittings, and that are separated by a distance of at least three feet between the drains as per 2019 CBC 3109.2 (115928)(a)(2). Not required for above ground pools that drain only through a surface skimmer.

### SAFETY FEATURES REQUIRED FOR ALL POOLS OR SPAS:

1. The pool or spa area shall be completely surrounded by a fence or enclosure that is at least 5' in height (the house may be part of the enclosure). The outside surface shall be free of protrusions or other physical characteristics that would serve as handholds or footholds that could enable a child below the age of five years to climb over. Two inch maximum clearance from the ground to the lower edge of the fence and maximum gaps or voids that do not allow the passage of a sphere greater than 4" as per 2019 CBC 3109.2 (115923).

2. Access gates (through the pool surround) shall be self closing and self latching and shall swing away from the pool area (swing in the egress direction) with latches located no lower than 60" above grade or finished floor per 2019 CBC 3109.2 (115923)(a). When the garage man door has direct access to the pool area it shall be self closing, self latching with a gate type latch located at least 60" above the floor **or** the door shall be equipped with an audible alarm as per bullet point #3 below.
3. All dwelling doors leading directly to the pool area shall be alarmed with an approved alarm. The audible alarm shall activate within 7 seconds, shall sound continuously for at least 30 seconds and shall automatically reset under all conditions. Alarms shall be equipped with a manual switch or touch pad that deactivates that alarm for a single opening; such deactivation shall not last more than 15 seconds. 2019 CBC 3109.2 (115923)(a)(4).

#### ELECTRICAL REQUIREMENTS FOR ABOVE GROUND POOLS AND SPAS:

1. Most above ground pools have cord and plug type pumps with a maximum 3' long cord. Provide a 15 or 20 amp (check pump manufacturer's listing) GFCI protected receptacle located not closer than 6 ft. from the inside edge of the pool wall. The receptacle shall be a single outlet type, employ a locking configuration, have GFCI protection, and shall have a weather proof bubble type cover that can be closed when the plug is in the receptacle. If the previous conditions are not met the pump motor receptacle must be at least 10 feet from the wall of the pool. When electrical connections run across yards to the pool/receptacle location, the electrical conductors shall be approved for wet locations, shall be located in an underground conduit, and shall include a green insulated copper equipment grounding conductor not smaller than 12 AWG. Extension cords (other than the 3 ft. cord supplied with the motor) may not be used.
2. Spas rated at 240 volts shall have a disconnecting means that simultaneously disconnects all ungrounded conductors. The disconnecting means shall be readily accessible, within sight of the spa or hot tub, and located at least 5 ft. horizontally from the inside walls of the spa. The horizontal distance is to be measured from the water's edge along the shortest path required to reach the disconnect as per 2019 CEC 680.41. All spa circuits shall be GFCI protected unless the listed packaged spa equipment assembly includes integral ground-fault circuit-interrupter protection for all electrical parts within the unit or assembly.