

CITY OF ALEXANDRIA - SWIMMING POOL PERMIT APPLICATION

625 Murray Street, Alexandria, LA 71301 Permits.callcenter@cityofalex.com Office (318) 473-1372 Fax (318) 473-1377

A. Project Location Information IMPORTANT: Applicant must complete Sections A - M

Project Address	Unit #
If Commercial, Business Name	(In-Office Only) MPN Project #

B. Description of Work C. State Approvals D. Discharge

<input type="checkbox"/> New construction <input type="checkbox"/> Addition <input type="checkbox"/> Alteration / Remodel <input type="checkbox"/> Fill-in / Demolition	<input type="checkbox"/> Single Family Home <input type="checkbox"/> Neighborhood Entrance <input type="checkbox"/> Apartment Complex <input type="checkbox"/> Commercial Business	(Commercial Pools / Fountains only) <input type="checkbox"/> State Office of Public Health <input type="checkbox"/> State Fire Marshall (Provide copy of letter and stamped plans with application submittal to COA).	<input type="checkbox"/> Storm Drain -note 3a below <input type="checkbox"/> Sanitary Sewer -note 3b below <input type="checkbox"/> Cartridge Filter <input type="checkbox"/> N/A for this pool type
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E. Pool Type and Proposed Use

Type: <input type="checkbox"/> Swimming Pool <input type="checkbox"/> Wading Pool <input type="checkbox"/> Hot Tub <input type="checkbox"/> Spa <input type="checkbox"/> Fountain	Placement: <input type="checkbox"/> In-ground <input type="checkbox"/> Above ground <input type="checkbox"/> On-ground	Pool Construction? <input type="checkbox"/> Gunitite <input type="checkbox"/> Fiberglass <input type="checkbox"/> Liner Pool <input type="checkbox"/> Prefab <input type="checkbox"/> Other	Are City Utilities existing or requested for this Pool? Sewer <input type="checkbox"/> Yes <input type="checkbox"/> No Water <input type="checkbox"/> Yes <input type="checkbox"/> No Gas <input type="checkbox"/> Yes <input type="checkbox"/> No Electricity <input type="checkbox"/> Yes <input type="checkbox"/> Cleco	Will Pool be heated: <input type="checkbox"/> Yes <input type="checkbox"/> No Heating Source: <input type="checkbox"/> Gas Fuel -note 5a below <input type="checkbox"/> Solar Panel -note 5b below <input type="checkbox"/> Electricity -note 5c below
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F. Scope of Work Proposed to be Performed G. Pool Information (If no Construction Cost is given, the ICC Building Valuation calculation method will be used).

F. Scope of Work Proposed to be Performed	<input type="checkbox"/> Pool Size = _____ (Required) <input type="checkbox"/> Maximum Depth = _____ (Required) <input type="checkbox"/> Construction Cost = _____ (Required)
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H. Documentation Submittal, Rules and Regulations

1. Permit is required for any structure intended for swimming, recreational bathing or wading that contains water over 24 inches deep per IRC Chapter 42, IBC Section 3109 and NEC 680. The City of Alexandria Code of Ordinances also has provisions for pool requirements and regulations. Code compliance shall be required with each.
2. Application shall be submitted with a site plan showing all property lines, setbacks, easements, structures and pool location. Provide dimensions from pool to property lines on plans. Pools cannot be located in any setbacks, easements or servitudes. Plans shall note if any existing Utility Service lines will have to be relocated. If any Utility lines have to be re-routed, call for Dottie ticket prior to digging and notify Inspector.
3. Plans shall indicate the pools backwash discharge location by one of the following methods:
 - a. Discharge to nearby storm drain (preferred method). Must be approved by COA Right of Way Inspector 318-446-0598.
 - b. Discharge to sanitary sewer by indirect connection. Must be approved by COA Wastewater Department 318-441-6241.
4. Plans shall indicate the method of pool filling. Automatic pool filler shall be by air-gap only to prevent cross-contamination.
5. Plans shall indicate if the pool is heated and by what method:
 - a. Gas fuel, must provide BTU load on plans. Gas meter may have to be upgraded to accommodate pool.
 - b. Solar panels, provide panel locations on plans. A plumbing and electrical inspection shall be required on solar panels.
 - c. Electricity, provide total demand load on plans. Electrical meter may have to be upgraded to accommodate pool.
6. Only a Louisiana Licensed Home Improvement Contractor (Swimming Pool Contractor) can apply for a Swimming Pool Permit.

I. Identification - Owner, Contractor, Designer (all correspondence sent through email)

Owner	Entity Name	Email Address	Phone
			Contact
Contractor	Entity Name	Email Address	Phone
			Contact
Designer	Entity Name	Email Address	Phone
			Contact

J. Signature of Applicant

1. I acknowledge that this permit becomes null and void if work or construction authorized is not commenced within 180 days at any time after work is commenced. I have read and examined this application in its entirety and have completed the appropriate sections of this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulation construction or the performance of construction. The proposed work is authorized by the owner of record and that I am or have been authorized by the owner to make this application as the authorized agent and agree to conform to all applicable laws of this jurisdiction.

Signature _____ Date _____

COA - SUBCONTRACTOR CONTACT INFORMATION

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A. Project Location Information (Repeated) IMPORTANT: Applicant must complete Sections A-J

Project Address	Unit #
If Commercial, Business Name	

J. Identification - Subcontractor Contact Information (all correspondence sent through email unless phone is specified)

- By listing the information below, you are granting permission for those entities to have access to the City's Permitting software (My Permit Now) on this particular project. Subcontractors listed will have the ability to view the project account online, schedule inspections, view project permit status (pending, approved, or denied), and inspection status (passed or failed), and have the ability to view and print drawings submitted to COA for permitting. Use the check box to identify the preferred method of automated inspection status notification for each subcontractor.
- The General Contractor listed will automatically be notified by email on all inspection status. Telephone notification may also be requested.

General Contractor	Entity Name & License #	Email Address <input type="checkbox"/>	Phone <input type="checkbox"/>
			Contact

- A State Licensed Commercial Building Contractor is required for Commercial construction involving a scope of work that exceeds \$50,000.
- A State Licensed Residential Building Contractor is required for Residential construction involving a scope of work that exceeds \$75,000.
- A State Licensed Home Improvement Contractor is required for Residential construction involving a scope of work that exceeds \$1,500 but not to exceed \$75,000.
- See the Louisiana Contractors Licensing Law for details at www.lslbc.louisiana.gov. See Act 193 and 398.

Plumber	Entity Name & License #	Email Address <input type="checkbox"/>	Phone <input type="checkbox"/>
			Contact

- All plumbing work to be performed by Louisiana State Licensed Plumber.
- A Louisiana State Licensed Plumber shall also be registered with the City of Alexandria prior to performing work.
- All Utility Services on private property shall be installed by Louisiana State Licensed Plumber.
- See Louisiana State Plumbing Code for details.

Electrician	Entity Name & License #	Email Address <input type="checkbox"/>	Phone <input type="checkbox"/>
			Contact

- Any person wishing to perform Electrical work shall be licensed with the City of Alexandria prior to performing work.
- A State Licensed Electrical Contractor is required for all Electrical work involving a scope of work that exceeds \$10,000.
- See the Louisiana Contractors Licensing Law for details at www.lslbc.louisiana.gov. See Act 725.

HVAC	Entity Name & License #	Email Address <input type="checkbox"/>	Phone <input type="checkbox"/>
			Contact

- Any person wishing to perform Mechanical work shall be licensed with the City of Alexandria prior to performing work.
- A State Licensed Mechanical Contractor is required for all Mechanical work involving a scope of work that exceeds \$10,000.
- See the Louisiana Contractors Licensing Law for details at www.lslbc.louisiana.gov. See Act 725.

Gas (Plumber)	Entity Name & License #	Email Address <input type="checkbox"/>	Phone <input type="checkbox"/>
			Contact

- Any persons wishing to perform Gas work shall be licensed with the City of Alexandria as a Master Gas Fitter prior to performing work.
- Any persons wishing to perform Gas Appliance work shall be licensed with the City of Alexandria as a Master Appliance Fitter prior to performing work.
- A State Licensed Plumbing Contractor is required for all Gas work involving a scope of work that exceeds \$10,000.
- See the Louisiana Contractors Licensing Law for details at www.lslbc.louisiana.gov.

Demolition Contractor	Entity Name & License #	Email Address <input type="checkbox"/>	Phone <input type="checkbox"/>
			Contact

- A State Licensed Demolition Contractor is required for Demolition work involving a scope of work that exceeds \$1,500 residential and \$50,000 commercial..
- See the Louisiana Contractors Licensing Law for details at www.lslbc.louisiana.gov.

WSPS Irrigation	Entity Name & License #	Email Address <input type="checkbox"/>	Phone <input type="checkbox"/>
			Contact

- All Backflow Prevention work to be performed by Louisiana State Licensed WSPS Installer.
- A Louisiana State Licensed WSPS Installer shall also be registered with the City of Alexandria prior to performing work.
- See Louisiana State Plumbing Code and State Plumbing Board of Louisiana for details.

Other: Specify	Entity Name & License #	Email Address <input type="checkbox"/>	Phone <input type="checkbox"/>
			Contact

REQUIRED PROPERTY OWNER DISCLOSURE

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A. Project Location Information

Project Address	Unit #
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K. Identification - Property Owner (all correspondence sent through email)

Property Owner	Contact Name (Printed)	Email Address
	Phone	Mailing Address

L. Property Owner Code Requirement Disclosure

This document is required to have the Property Owners signature submitted to the Construction Development Department PRIOR to a Swimming Pool Permit issuance to verify that they acknowledge the requirements for fencing. Should you have any questions regarding code requirements, contact the COA Construction Development Department at 318-473-1184.

Per the 2009 International Building Code, Section 3109, Swimming Pool Enclosures and Safety Devices:

A Swimming Pool is defined as “any structure intended for swimming, recreational bathing or wading that contains water over 24 inches deep. This includes in-ground, above-ground and on-ground pools; hot tubs; spas and fixed-in-place wading pools”.

A commercial or residential pool requires a barrier no lower than 4 feet to completely enclose the pool. Any gate, door or access component must be self-closing and self-latching. Section 3109 of the IBC specifically lists the requirements for construction of such in order to be in compliance.

The Property Owner is responsible for the installation of the fence prior to a Final Building inspection and the Approved Occupancy of any pool. The fence shall be in compliance with 2009 International Building Code, Section 3109.3 through 3109.4.3.

The Home Improvement Contractor (Swimming Pool Contractor) shall not be held responsible by City of Alexandria for the installation of the fence nor will the required pool inspections be affected by the fence requirement. The swimming pool requirements shall be inspected and approved independently of the fence requirements.

M. Signature of Property Owner (required before a Swimming Pool Permit can be issued)

1. I acknowledge the fence requirements noted above and that as the Property Owner, I am responsible for the installation of such independently from the construction / installation of the swimming pool. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulation construction or the performance of construction. Any non-compliance will result in the denial of occupancy for the pool and will be subject to fines and penalties as shown in the City of Alexandria Code of Ordinances.

Signature _____ Date _____

SECTION 3109 SWIMMING POOL ENCLOSURES AND SAFETY DEVICES

3109.1 General. Swimming pools shall comply with the requirements of this section and other applicable sections of this code.

3109.2 Definition. The following word and term shall, for the purposes of this section and as used elsewhere in this code, have the meaning shown herein.

SWIMMING POOLS. Any structure intended for swimming, recreational bathing or wading that contains water over 24 inches (610 mm) deep. This includes in-ground, above-ground and on-ground pools; hot tubs; spas and fixed-in-place wading pools.

3109.3 Public swimming pools. Public swimming pools shall be completely enclosed by a fence at least 4 feet (1290 mm) in height or a screen enclosure. Openings in the fence shall not permit the passage of a 4-inch-diameter (102 mm) sphere. The fence or screen enclosure shall be equipped with self-closing and self-latching gates.

3109.4 Residential swimming pools. Residential swimming pools shall comply with Sections 3109.4.1 through 3109.4.3.

Exception: A swimming pool with a power safety cover or a spa with a safety cover complying with ASTM F 1346.

3109.4.1 Barrier height and clearances. The top of the barrier shall be at least 48 inches (1219 mm) above grade measured on the side of the barrier that faces away from the swimming pool. The maximum vertical clearance between grade and the bottom of the barrier shall be 2 inches (51 mm) measured on the side of the barrier that faces away from the swimming pool. Where the top of the pool structure is above grade, the barrier is authorized to be at ground level or mounted on top of the pool structure, and the maximum vertical clearance between the top of the pool structure and the bottom of the barrier shall be 4 inches (102 mm).

3109.4.1.1 Openings. Openings in the barrier shall not allow passage of a 4-inch-diameter (102 mm) sphere.

3109.4.1.2 Solid barrier surfaces. Solid barriers which do not have openings shall not contain indentations or protrusions except for normal construction tolerances and tooled masonry joints.

3109.4.1.3 Closely spaced horizontal members. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is less than 45 inches (1143 mm), the horizontal members shall be located on the swimming pool side of the fence. Spacing between vertical members shall not exceed 1³/₄ inches (44 mm) in width. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 1³/₄ inches (44 mm) in width.

3109.4.1.4 Widely spaced horizontal members. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45 inches (1143 mm) or more, spacing between vertical members shall not exceed 4 inches (102 mm). Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 1³/₄ inches (44 mm) in width.

3109.4.1.5 Chain link dimensions. Maximum mesh size for chain link fences shall be a 2¹/₄ inch square (57 mm square) unless the fence is provided with slats fastened at the top or the bottom which reduce the openings to no more than 1³/₄ inches (44 mm).

3109.4.1.6 Diagonal members. Where the barrier is composed of diagonal members, the maximum opening formed by the diagonal members shall be no more than 1³/₄ inches (44 mm).

3109.4.1.7 Gates. Access doors or gates shall comply with the requirements of Sections 3109.4.1.1 through 3109.4.1.6 and shall be equipped to accommodate a locking device. Pedestrian access doors or gates shall open outward away from the pool and shall be self-closing and have a self-latching device. Doors or gates other than pedestrian access doors or gates shall have a self-latching device. Release mechanisms shall be in accordance with Sections 1008.1.9 and 1109.12. Where the release mechanism of the self-latching device is located less than 54 inches (1372 mm) from the bottom of the door or gate, the release mechanism shall be located on the pool side of the door or gate at least 3 inches (76 mm) below the top of the door or gate, and the door or gate and barrier shall have no opening greater than 1/2 inch (12.7 mm) within 18 inches (457 mm) of the release mechanism.

3109.4.1.8 Dwelling wall as a barrier. Where a wall of a dwelling serves as part of the barrier, one of the following shall apply:

1. Doors with direct access to the pool through that wall shall be equipped with an alarm that produces an audible warning when the door and/or its screen, if present, are opened. The alarm shall be listed and labeled in accordance with UL 2017. In dwellings not required to be *Accessible units*, *Type A units* or *Type B units*, the deactivation switch shall be located 54 inches (1372 mm) or more above the threshold of the door. In dwellings required to be *Accessible units*, *Type A units* or *Type B units*, the deactivation switch(es) shall be located at 54 inches (1372 mm) maximum and 48 inches (1219 mm) minimum above the threshold of the door.
2. The pool shall be equipped with a power safety cover that complies with ASTM F 1346.
3. Other means of protection, such as self-closing doors with self-latching devices, which are approved, shall be accepted so long as the degree of protection afforded is not less than the protection afforded by Section 3109.4.1.8, Item 1 or 2.

3109.4.1.9 Pool structure as barrier. Where an above-ground pool structure is used as a barrier or where the barrier is mounted on top of the pool structure, and the means of access is a ladder or steps, then the ladder or steps either shall be capable of being secured, locked or removed to prevent access, or the ladder or steps shall be surrounded by a barrier which meets the requirements of Sections 3109.4.1.1 through 3109.4.1.8. When the ladder or steps are secured, locked or removed, any opening created shall not allow the passage of a 4-inch-diameter (102 mm) sphere.

3109.4.2 Indoor swimming pools. Walls surrounding indoor swimming pools shall not be required to comply with Section 3109.4.1.8.

3109.4.3 Prohibited locations. Barriers shall be located so as to prohibit permanent structures, equipment or similar objects from being used to climb the barriers.

3109.5 Entrapment avoidance. Suction outlets shall be designed and installed in accordance with ANSI/APSP-7.