



Residential – Pool Submittal Requirements

Submittal Requirements
SR-RPOOL
Effective: August 5, 2020
By: Chief Building Official
For Public Use

City of Concord • Community and Economic Development • 1950 Parkside Drive, MS/51 • Concord, CA 94519 • (925) 671-3107 • Fax (925) 680-4877

Building Permit Forms

- [Contractor's Declaration](#)
(Required for licensed contractors)
- [Owner-Builder Acknowledgement and Information Verification Form](#)
(Required when Building Owner or Agent for the Owner is applying for a permit)

Fees

- Plan Check and Admin Fees** due at time of submittal
 - If you'd like to estimate the fees ahead of time visit the [Building Division fee page](#)
- Remaining permit fees** (inspection fees, engineer fees, etc.) will be due once the permit has been approved by all the required divisions and all conditions have been complied with

Required Design Documents (all in PDF format)

- Drawings**
 - Site plan showing all of the following information:
 - Identification of the address and owner of the property
 - All property lines
 - All building and accessory building footprints
 - Proposed location of pool on property
 - Dimensions of pool including volume of pool in cubic yards
 - Setback dimensions from pool to property lines (5ft minimum to water edge per development code)
 - Enclosure meeting the provisions of Concord's Swimming Pool, Spa and Hot Tub Code (See [Pool Barrier Requirements](#))
 - Conformance with California Health and Safety Code Section 115928
 - Dimensioned location of associated pumps and water heater relative to property lines. (3ft minimum) Accurately dimension the heater flue termination relative to the property line
 - Location and layout of any private sewer disposal system, including septic tank and leach field routing
 - Location of any private wells
 - Show the location of any new gas lines or new electrical
 - Provide a complete gas line diagram where spa and pool water heater are part of the project scope and specify a seismic gas shut off per the City of Concord Municipal Code Chapter 15.95



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- Provide an electrical load calculation showing the adequacy of the existing service for the new equipment
- Structural Plans including rebar schedule for in-ground pool, spa, or hot tub prepared by a registered architect or engineer
- Structural calculations**
 - Required for in-ground pool, spa, or hot tub

Other City Approvals Required

- [Business License](#) required for all contractors doing work within the city
- Planning Division approval required (contact [Planning](#) for additional submittal requirements)
- Engineering Division approval required (contact [Engineering](#) for additional submittal requirements)
- Tree removal may require approval from the City (see [Tree Ordinance Information](#))