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## POOLS AND SPAS RESIDENTIAL PLAN SUBMITTAL REQUIREMENTS

### How to Apply for a Building Permit:

- Visit our online portal at [www.carsoncity.gov/building](http://www.carsoncity.gov/building)
- Click on the link called "Online Portal – Submit Your Building Permit Application Onsite"
- Click on the box called "Login or Register" to either create an online account or log into your account to start the permit process.

### Plan Submittal:

- Upload one complete set of digital plans with supporting documents in PDF format, ensure pages are accurately named/labeled, and that the pages face the same way for legibility.
- Documents submitted for review are required to be stamped or sealed, pursuant to the legal requirements for that specific design professional.
- Staff recommends that any time a project exceeds your skill level, to seek the advice of a Nevada Licensed Design Professional (Architect, Residential Designer, Contractor, or Engineer).

### General Requirements:

- Carson City's building codes have been strengthened by adoption of the 2018 International Swimming Pool and Spa Code, (ISPSC), chapters 2 through 11. Carson City Municipal Code 15.05.020.
- Provide a title block on each plan sheet with the project address and assessor parcel number (APN). If applicable, include the owner's name and contact information.
- Plans shall be fully dimensioned and drawn to a minimum 1/4"-1'-0" scale or greater. Interior elevations or details shall be drawn to a minimum 1/2"-1'-0" or greater scale. The scale shall be indicated on each page and on each separate detail or elevation.
- **Cover Sheet**
  - Indicate the design professionals involved with the project, with address and contact number.
  - Indicate all contractors involved with the project, with address, and project manager's name and contact numbers.
  - Index of Plan Sheets
  - Clearly show the location of all buildings, septic system components, wells, water lines, other existing utilities, a North arrow, and a vicinity map.
- In ground pools or spas installed or constructed in areas with a high ground water level must be designed to resist the hydrostatic pressures encountered when the pool or spa is empty.
- All electrical must comply with the requirements of the 2017 National Electrical Code (2017 NEC).
- Approved plans shall be kept on site in a weatherproof tube or envelope.
- Where rear or side entry is required, post the "Permission to Enter" sign for all inspections.
- Outdoor pools and spas shall be in accordance with all the following regarding barriers to entry (ISPSC 305.2.1):
  - The top of the barrier shall be not less than 48 inches above grade where measured on the side of the barrier that faces away from the pool or spa, such height shall exist around the entire perimeter of the barrier and for a distance of 3 feet measured horizontally from the outside of the required barrier.
  - The vertical clearance between grade and the bottom of the barrier shall not exceed 2 inches for grade surfaces that are not solid, such as grass or gravel, where measured on the side of the barrier that faces away from the pool or spa
  - The vertical clearance between a surface below the barrier to a solid surface, such as concrete, and the bottom of the required barrier shall not exceed 4 inches where measured on the side of the required barrier that faces away from the pool or spa

- Where the top of the pool or spa structure is above grade, the barrier shall be installed on grade or shall be mounted on top of the pool or spa structure. Where the barrier is mounted on the top of the pool or spa, the vertical clearance between the top of the pool or spa and the bottom of the barrier shall not exceed 4 inches.
- A 2" clearance between pool deck and stucco weep screed must be maintained Per 2018 (IBC) section 2512.1.2 or (IRC) section 703.7.2.1
- A-10 licensed contractor can construct the items below and are included with the pool permit:
  - Up to 15 feet of block wall removed and replaced – code compliant.
  - Block/retaining walls intrinsic to the design of the pool, bond beams, etc., must be done to engineer's design.
  - All electrical, gas lines, potable water lines and sewer lines that are intrinsic to the construction of the pool/spa with an appropriate sub classification or license. (A-10, A10-(f), C-1, C-1(d)(g)(h), or C-2, C-2(f))
- A-10 licensed contractor cannot construct the items below but are included with the permit. Subcontractors that are properly licensed can call for inspection from the items listed below when listed on the permit:
  - Gas lines require an A-10(f), C-1 or C-1(d)(g)(h) license; plumbing plans must be signed by that contractor
  - Potable water requires a A-10(f), C-1 or C-1(d) license; plumbing plans must be signed by that contractor
  - All electrical work requires a C-2, C-2(f) license; electrical plans must be signed by that contractor
- A-10 licensed contractor can construct the items below but require will a separate permit:
  - Block walls around equipment
  - Footings that are part of the deck for future patio covers, gazebos, etc.
- A-10 licensed contractor cannot construct the items below and require a separate permit:
  - Patio covers, gazebos, room additions, built-in-place pool covers, pool house, etc.
  - Block walls or retaining walls that have no bearing on the construction of the pool.
  - All electrical, gas lines, potable water lines and sewer lines that are NOT intrinsic to the construction of the pool. This includes BBQ's, Fireplaces, Fire Pits, Fire Tables, Tiki Torches, etc.

## Exterior Pools or Spas:

### Site Plan

- Drawn to scale and fully dimensioned, with the location of the proposed pool or spa clearly marked. Must have dimension lines from the proposed pool or spa to the property line and neighboring structures on the same lot. Properties on well and/or septic must provide the location of the septic system. Also indicate the method of barrier protection for the proposed pool or spa.

### Utility Site Plan

- Drawn to scale and fully dimensioned, with the location of the proposed pool or spa, and the following minimum information provided.
  - Show underground routing of all return and supply water lines from the proposed pool or spa to the filtration equipment. Indicate the size and type of piping used for the water lines, with burial depths.
  - Show the underground routing of any gas or fuel piping to the proposed pool or spa heater. (If applicable). Indicate the size and type of the fuel piping, with burial depth.
  - Show underground routing of all electrical conduits from the proposed pool or spa, back to the electrical panel or disconnect. Indicate the size and type of conduit used for the electrical, with burial depths.
  - Show the location of any electrical switch, receptacle outlet, panel, disconnect, or light fixture within 25'-0" (twenty-five feet) of the proposed pool or spa.

### Equipment Floor Plan

- Provide a Floor Plan view, drawn to scale, of the proposed pool or spa equipment. Clearly show the location of all electrical disconnects and the lay out of the filtration equipment. Pools or spas with fuel fired heaters must show the location of the fuel piping, with shut-off valve location clearly indicated.

### Equipment Specifications

- Provide copies of all of the pool or spa equipment manuals, and specifications.

### Electrical Grounding & Bonding Plan

- Provide a detail which indicates how compliance with the grounding and bonding requirements for pools and spas will be met. The detail must show all grounding and bonding points on the pool or spa, and the equipment. Include grounding and bonding conductor sizes.

### Gas One Line Diagram

- Provide a gas piping one-line diagram, when the proposed pool or spa includes the addition of a gas fire heater. This diagram must include BTU rating of each appliance, the developed length of each pipe branch, and the size and material of each of pipe branch for the entire gas piping system. Furthermore, provide calculations that indicate the methodology used to size the gas piping system.

Plans prepared by a Nevada licensed Registered Design Professional (Architect or Engineer) shall bear an original licensing seal ("wet stamp"), in compliance with Nevada Administrative Code (NAC)

Architectural plans prepared by a Nevada licensed General Contractor shall have the following information on the Cover Sheet of the plan set:

- Business Name
- Business Address
- Bid Limit
- License Classification Type
- License Number
- License Expiration Date
- Name of Qualified Employee, with an original signature

## Interior Pools or Spas

### Floor Plan

- Provide an interior floor plan of the dwelling, showing the pool or spa location, and the room directly connecting with the pool or spa. The rooms or area must clearly be labeled to identify their use (Ex.: "Bedroom #3", "Kitchen") The plan must show the location, size and type of all windows. This plan must be drawn to scale. The Floor Plan must indicate the method of barrier protection for the proposed pool or spa.

### Utility Plan

- Drawn to scale and fully dimensioned, with the location of the proposed pool or spa clearly marked, and the following minimum information provided.
  - Show the underground or under slab routing of all return and supply water lines from the proposed pool or spa to the filtration equipment. Indicate on the plans the size and type of piping used for the water lines with burial depths for piping outside of the building footprint.
  - Show the underground or under slab routing of any gas or fuel piping to the proposed pool or spa heater (If applicable). Indicate on the plans the size and type of the fuel piping, with burial depth for piping for outside of the building footprint.
  - Show the underground or under slab routing of all electrical conduits from the proposed pool or spa, back to the electrical panel or disconnect. Indicate the size and type of conduit used for the electrical, with burial depths for conduit outside of the building footprint.

### Equipment Floor Plan

- Provide a Floor Plan view, drawn to scale, of the proposed pool or spa equipment. This detail must clearly show the location of all electrical disconnects, and the lay out of the filtration equipment. Proposed pools or spas with fuel fired heaters must show the location of the fuel piping, with shut-off valve location clearly indicated.

### Electrical Floor Plan

- Provide a Floor Plan, drawn to scale. Show the location of any electrical switch, receptacle outlet, panel, disconnect, or light fixture within 25'-0" (twenty-five feet) of the proposed pool or spa. This is only applicable to electrical within the same room as the pool or spa.

### Equipment Specifications

- Provide copies of all the pool or spa equipment manuals and specifications.

### Electrical Grounding & Bonding Plan

- Provide a detail which clearly indicates how compliance of the grounding and bonding requirements for pools and spas will be met. The detail must show all grounding and bonding points on the pool or spa and the equipment. Include grounding and bonding conductor sizes.

### Gas One Line Diagram

- Provide a gas piping one-line diagram, when the proposed pool or spa includes the addition of a gas fire heater. Include Btu rating of each appliance, the developed length of each pipe branch, and the size and material of each pipe branch for the entire gas piping system. Provide calculations that clearly indicate the methodology used to size the gas piping system.