



CITY OF CALISTOGA  
Planning and Building Division  
1232 Washington St  
Calistoga, CA 94515  
707-942-2825

## RESIDENTIAL BUILDING SUBMITTAL REQUIREMENTS SWIMMING POOL CHECKLIST

Complete project submittals will be taken in for review and charged a plan review fee. Allow 21 business days for first review plan check comments. Incomplete submittal packages will not be taken in for review.

NOTE: Verification of the following will be required prior to permit issuance (if applicable):

- Public Works Encroachment and/or Grading permit (707-257-9520)

### DRAWING SET REQUIREMENTS

- Project data (see below)
- Site plan (see below)
- Drowning Prevention Safety elements
- Plumbing / Mechanical plan
- Sections / details / schedules
- Mechanical, Plumbing, Electrical plans
- CA Energy Code compliance (include manufacturer's listing info)

### SUBMITTAL DOCUMENTS

#### All items are required at time of submittal for new residential buildings and additions

- Permit application, completed
- Drawings (4 sets total, minimum of two must be stamped and signed)  
Minimum sheet size is 11" x 17"  
Minimum scale is 1/4" (except for site plan)
- Planning Division approval (if applicable)
- Soils/geo-tech report / letter **OR** Soils Report Waiver Request approved by CBO
- Structural calculations (2 stamped sets)
- Floodplain compliance documentation (or as specified by Flood Division)
- Erosion and Sediment Control Plan (or as specified by Stormwater Division)

## PROJECT DATA

- Job address
- Owner's name and address
- Name and contact information of person who prepared plans
- Code compliance statement
- Detailed scope of work

## SITE PLAN

- lot dimensions
- location of all existing structures
- utility locations (existing and proposed, include overhead lines)
- easements
- retaining walls slopes, drainage
- Erosion and Sediment Control measures
- setback distances from property lines
- location of pool equipment and disconnects
- pool size in gallons
- pool deck size and locations,

## MECHANICAL, PLUMBING REQUIREMENTS

- Backflow prevention at water supply
- Two circulation drains per pump, separated by minimum of 3 feet
- Minimum 36 inches between filter and heater (for future solar heating)
- Pool cover (if pool heater is installed)
- Gas pipe sizing calculations, layout and location of gas meter (if pool heater is installed)
- Pool equipment schedule (include manufacturer's listing information)
- Pump sizing and flow rate per CA Energy Code, Section 150(p)
- Anti-siphon devices on hose bibs within the pool area

## ELECTRICAL REQUIREMENTS

- Location of electrical meter (size and location of pool sub-panel, if installed)
- Bonding of all metal within 5 feet horizontally and 12 feet vertically of water
- GFCI protection for 125v or 240v receptacles that provide power for pump motors or other loads directly related to circulation and sanitation systems
- GFCI protected convenience outlet between 6 and 20 feet of the inside wall of the pool
- Equipotential bonding grid, minimum 8AWG