



CITY OF ASPEN

## ASPEN BUILDING PERMIT APPLICATION GUIDE

# POOLS AND SPAS CHECKLIST

The following are typical items that must be reviewed by the Building Department for new or replaced pools and spas. Depending on the proposed scope of work for the project, there may be additional requirements. Refer to the [IRC Building Checklist](#) and [Submittal Guide](#) for a full list of submittal requirements and descriptions on each item. Other review agencies have additional requirements. Visit [Cityofaspen.com](http://Cityofaspen.com) or speak to a permit coordinator at (970)920-5090 for more information on permitting requirements.

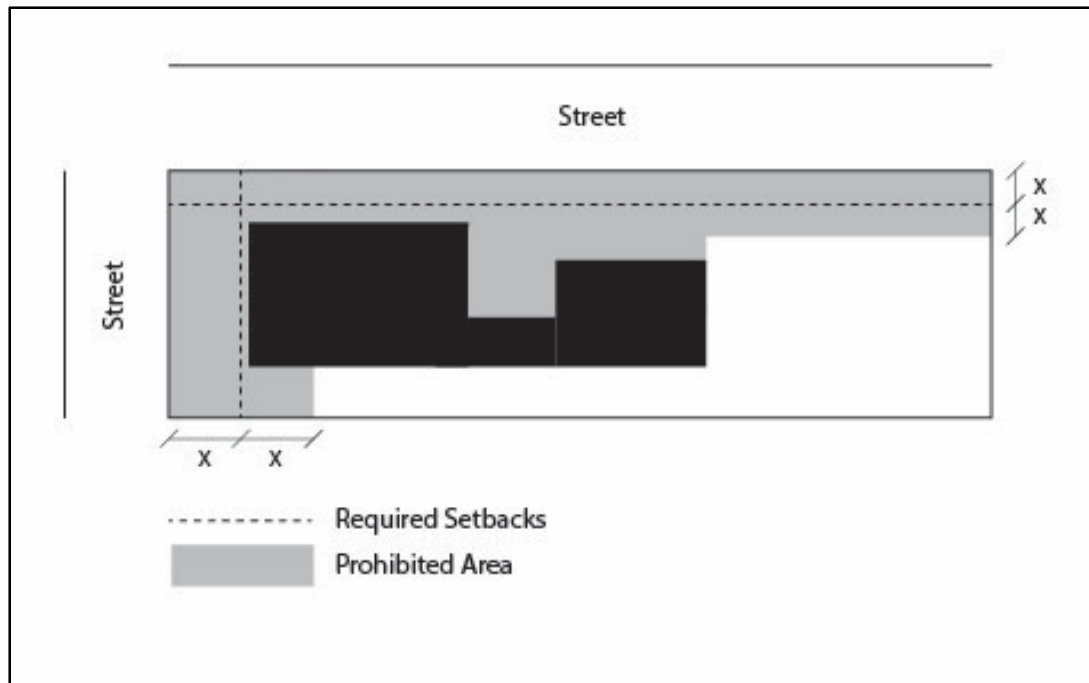
**Demonstrate compliance with the following typical items as applicable to your scope using plans, sections, details, specs, and other means as necessary:**

- Permit Application Package**
- Site Plan** – Show the location, distance to setbacks and property lines, and height above grade
  - Permanent spas/pools** – Show equipment location and provide access.
- Structural plans** – Provide stamped structural drawings if needed (not on slab or patio on grade)
  - Indicate support structure is adequate for hot tubs on decks
  - Permanent pool/spa vaults
- RREMP** – Outdoor pools and spas are subject to RREMP fees, requiring a RREMP worksheet to be submitted. Alternatively, there are the following exceptions:
  - Portable package spas** – A self-contained spa, meaning all control, water heating and water-circulating equipment, insulation, and covers are included with the spa unit.
    - Must be 64 sq. ft. or less and be certified by the CEC or APSP-14. Provide documentation of the listing and CEC certification.
  - Permanent spas** – Must be 64 sq. ft. or less and be individually tested to APSP-15 with completed worksheet.
  - Pools** – All outdoor pools are subject to RREMP.
- Compliance with 2015 ISPSC** – all pools shall comply with chapter 3 of the ISPSC. Public pools shall also comply with chapter 4, public spas shall comply with chapter 5, and private residential pools shall comply with either chapter 7 or 8.
- Heaters** – Readily accessible on-off switch to allow shutting off the heater without adjusting the thermostat setting. (2015 IECC 403.10.2)
- Time Switches** – able to automatically turn off and on heaters and pumps according to a preset schedule. (2015 IECC 403.10.3)
- Cover** – (2015 IECC 403.10.4)
  - Spas** – Vapor-retardant cover required.
  - Pools** – Vapor-retardant cover required.
- Barrier Requirements**
  - All pools and spas**  
A 48" high Barrier with 4" maximum openings and a self-closing gate enclosing the pool or spa (2015ISPSC)

Exception is a safety cover listed to ASTM F-1346

- **Guard** – Protect against falling from edge of pool/spa if greater than 30” above surrounding grade:
  - **Pool/spa edge width less than 18”**: provide 18” high guard.
  - **Pool/spa edge width 18” or greater** (creating a walking surface): provide 42” high guard (36” for IRC buildings)
- **Electrical Requirements From the 2017 NEC**
  - **680.1 Scope.** The provisions of this article apply to the construction and installation of electrical wiring for, and equipment in or adjacent to, all swimming, wading, therapeutic, and decorative pools; fountains; hot tubs; spas; and hydromassage bathtubs, whether permanently installed or storable, and to metallic auxiliary equipment, such as pumps, filters, and similar equipment. The term body of water used throughout Part I applies to all bodies of water covered in this scope unless otherwise amended.
  - **680.40 General.** Electrical installation at spas and hot tubs shall comply with the provisions of part I and part IV of this article.
  - **680.41 Emergency Switch for Spas and Hot Tubs.** A clearly labeled emergency shutoff or control switch for the purpose of stopping the motor(s) that provides power to the recirculation system and jet system shall be installed at a point readily accessible to the users and not less than 1.5m (5ft) away, adjacent to, and within sight of the spa or hot tub. This requirement shall not apply to one-family dwellings.
  - **680.42 Outdoor Installations.** A spa or hot tub installed outdoors shall comply with the provisions of Parts I and II of this article, except as permitted in 680.42(A) and (B), that would otherwise apply to pools installed outdoors.
    - **(B) Bonding.** Bonding by metal-to-metal mounting on a common frame or base shall be permitted. The metal bands or hoops used to secure wooden staves shall not be required to be bonded as required in 680.26. Equipotential bonding of perimeter surfaces in accordance with 680.26(B)(2) shall not be required to be provided for spas and hot tubs where all of the following conditions apply:
      - (1) The spa or hot tub shall be listed, labeled, and identified as a self-contained spa for above ground use.
      - (2) The spa or hot tub shall not be identified as suitable only for indoor use.
      - (3) The installation shall be in accordance with the manufacturer’s instructions and shall be located on or above grade.
      - (4) The top rim of the spa or hot tub shall be at least 710 mm (28 in.) above all perimeter surfaces that are within 760 mm (30 in.), measured horizontally from the spa or hot tub. The height of nonconductive external steps for entry to or exit from the self-contained spa shall not be used to reduce or increase this rim height measurement.
  - **680.22 lighting, Receptacles, and Equipment**

- **(A) Receptacles.**
    - **(1) Required Receptacle, Location.** Where a permanently installed pool is installed, no fewer than one 125-volt, 15- or 20-ampere receptacle on a general-purpose branch circuit shall be located not less than 1.83 m (6 ft) from, and not more than 6.0 m (20 ft) from, the inside wall of the pool. This receptacle shall be located not more than 2.0 m (6ft 6 in.) above the floor, platform, or grade level serving the pool.
  - **(B) Luminaires, Lighting Outlets, and Ceiling-Suspended (Paddle) Fans.**
    - **(3) Existing Installations.** Existing luminaires and lighting outlets located less than 1.5 m (5ft) measured horizontally from the inside walls of a pool shall be not less than 1.5 m (5ft) above the surface of the maximum water level, shall be rigidly attached to the existing structure, and shall be protected by a ground-fault circuit interrupter.
  - **(C) Switching Devices.** Switching devices shall be located at least 1.5 m (5ft) horizontally from the inside walls of a pool unless separated from the pool by a solid fence, wall, or other permanent barrier. Alternatively, a switch that is listed as being acceptable for use within 1.5 m (5ft) shall be permitted.
  - **(D) Other Outlets.** Other outlets shall be not less than 3.0 m (10ft) from the inside walls of the pool. Measurements shall be determined in accordance with 680.22(a)(5).
- **680.27 Specialized Pool Equipment.**
- **(C) Deck Area Heating.** The provisions of this section shall apply to all pool deck areas, including a covered pool, where electrically operated comfort heating units are installed within 6.0 m (20 ft) of the inside wall of the pool.
  - **(3) Radiant Heating Cables Not Permitted.** Radiant heating cables embedded in or below the deck shall not be permitted.
- **Locational Requirements from the City of Aspen Land Use Code (section 26.575.020.E.5.m):**
- **m) Hot tubs, spas, pools, water features, and permanently affixed outdoor grills, furniture, seating areas, and similar permanent structures shall have the following requirements:**
    - a) Prohibited between any lot line adjacent to a street and any structure; and
    - b) Shall be located at least double the minimum setback for a primary structure from any lot line adjacent to a street; and
    - c) If visible from the street, these features shall be screened in accordance with Section 26.575.050, *Fences*; and
    - d) If located within a setback not adjacent to a street, these features shall not exceed thirty (30) inches above or below finished grade. These features may be up to thirty (30) inches above and below finished grade simultaneously. Improvements may exceed thirty (30) inches below grade if necessary for the structural integrity of the improvement.



**n)** Heating and air conditioning equipment and similar mechanical equipment shall have the following requirements:

- a. Prohibited between any lot line adjacent to a street and any structure; and
- b. Shall be located at least double the minimum setback for a primary structure from any lot line adjacent to a street; and
- c. If visible from the street, these features shall be screened in accordance with Section 26.575.050, *Fences*; and
- d. If located within a setback not adjacent to a street, these features shall not exceed thirty (30) inches above or below finished grade. These features may be up to thirty (30) inches above and below finished grade simultaneously.

The Community Development Director may approve exceptions to the requirements of m) and n) above. The Community Development Director must first determine that the visual impact of the exemption is minimal and that no other reasonable option exists. Approval shall be in the form of a recordable administrative determination.

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