

PLAN REVIEW CHECKLIST FOR POOLS, SPAS AND OTHER WATER

FEATURES

Food and Consumer Safety

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This checklist is provided to facilitate Department plan review of pools, spas and other water features (pools) as required in the Administrative Rules of Montana ([ARM 37.115.308](#)). (appendix 1) In addition to this form the following is needed for a complete application:

ALL PLANS MUST BE STAMPED BY A MECHANICAL/STRUCTURAL *ENGINEER* LICENSED IN THE STATE OF MONTANA

- [] One vicinity drawing noting pool in relation to surrounding area and facilities.
- [] Both plan and cross sectional views of the pool. Cross sectional views should provide information on the radius of curvature of the pool at shallow, breakpoint and deep ends of the pool.
- [] Detailed view of the equipment room and equipment within it noting sufficient room is provided to access equipment for proper operation and maintenance, also note location of equipment room drains.
- [] Dimensional drawings of pool bottom and sidewalls.
- [] Specification sheets for proposed equipment. INCLUDE NSF CERTIFICATION ON CHLORINATORS, PUMPS, and FILTERS.
- [] Piping schematic showing piping, pipe size, inlets, main drains, overflow channel or skimmers, vacuum fittings and all other appurtenances connected to the pool piping system.
- [] Details on barrier construction [ARM 37.115 Subchapter 6](#)
- [] Details on decking dimensions noting slope direction and location of deck drains.
- [] Other details as listed in this checklist.
- [] Plan review fee as outlined in [ARM 37.115.311](#) (including pre-opening inspection fees) (appendix 2)

UPON RECEIPT OF A COMPLETE APPLICATION THE REVIEW SHOULD BE COMPLETED WITHIN 30 DAYS, IF ALL QUESTIONS HAVE BEEN ADDRESSED. APPROVAL IS VALID FOR 12 MONTHS.

GENERAL INFORMATION

Name of facility _____

Location (city, county) _____

Owner's name _____

Owner's address _____

City _____ St _____ Zip _____ Phone _____

email: _____

Pool contractor's name _____

Address _____

City _____ St _____ Zip _____ Phone _____

email: _____

Design Engineer/Architect name _____

Address _____

City _____ St _____ Zip _____ Phone _____

email: _____

Plans stamped by a professional ENGINEER who is registered in the state of Montana? Yes _____ No _____

Pool [] ; Spa [] ; Other [] ; New pool [] ; Modification [] ; Addition [] ; Outdoor [] ; Indoor []

Briefly describe the project (e.g.: public pool, motel, therapy pool, etc.)

Name of person completing this form: (please print)

Signature _____ Date _____

Who should receive the correspondence regarding this plan review: (check all that apply and add contact information if not provided above — name, full address, phone number, email)

___ Owner ___ Contractor ___ Engineer / Architect ___ Other _____

SPECIFIC SWIMMING POOL DESIGN CHARACTERISTICS

Pool shape: Rectangular [] Oval [] Kidney [] Other _____;
Pool dimensions: Length _____; Width _____; Pool Depth range: shallow _____, deep _____;
Pool surface area _____ ft.²; Area < 5 ft. deep _____ ft.²; Area > 5 ft. deep _____ ft.²;
Pool volume _____ gallons. ; Bather Load is _____ people.
Name of public water supply serving this pool facility _____ Use well water [].
Pool surface construction material: Painted concrete []; Plaster []; Fiberglass []; Tile []; Painted Metal [];
Stainless Steel [] Other [] (please specify) _____;
Pool color (must be light color) _____ .

Pool bottom slope: ARM 37.115.506

Slope of pool bottom from: minimum to 5 ft. depth _____ (1:12 max.); 5 ft. to maximum _____ (1:3 max.).

Decks; ARM 37.115.517 ► 519

Minimum width of decking _____ ft. (4 ft. min., at least 50% of spa perimeter must be 4 ft.);
Pool decking construction material _____; Type of non-slip finish provided: _____;
Is slope of deck drainage noted on plans? _____; Rate of slope _____/ ft. (1/4 in./ft. to 1/2 in./ft.);
Are deck drains and specifications noted on plans? _____ .

Barriers; ARM 37.115 Subchapter 6

Are barriers provided? _____ If no barriers are provided how is pool access controlled in periods of non-use?
_____; Minimum barrier height _____ (feet, inches);
Is gate or door designed to be self-closing, self-latching and open outwards? _____;
Are gates or doors lockable for periods of non-use? _____; Height to latch is _____ inches.

Stair specifications; ARM 37.115.703

Are all steps; easily cleanable, impervious, and corrosion resistant? _____; sloped to drain? _____;
equipped with slip-resistant treads? _____; width of treads _____ in. (minimum 10 in.); leading edge
contrasting color with the color of the steps and pool floor? _____ (one inch wide, entire width: NOTE: also
required on leading edges of all underwater benches); Height of stair risers _____ in. (must be uniform and
between 7 in. and 12 in., bottom riser height can vary to meet pool floor); noted on plans? _____

Handrails; ARM 37.115.707

Are handrail and ladder specifications accurately noted on plans? _____ (include spec. sheets)
Do handrails on stairs extend from the pool coping and within 18 in. of last step riser? _____

Diving boards; ARM 37.115 Subchapter 8

Does the facility have a diving board? _____; Make and Model _____ (include spec. sheet)
Height of board above water _____; Length of Board _____; Depth of diving well _____

Pool facilities; ARM 37.115 Subchapter 9

Is there adequate facilities (dressing rooms, toilets, showers) for your projected bather load? _____

Is the location of the baby changing table noted on the plans? _____

Turnover rate; ARM 37.115.1002

Pump is; above [] below [] pool water level; How many feet? _____ Piping is schedule 40 [] 80 []

Are piping sized noted on plans? _____; Total Dynamic Head (TDH) _____ ft. (include pump curve and spec. sheet with plans); turnover rate does not exceed maximum indicated in table 5 _____

SHOW CALCULATIONS HERE:

Pump; ARM 37.115.1005

Strainer provided before pump? _____; Does pump have self-priming capability if above pool? _____

Does pump have shut off valves before and after the pump if it is below pool level? _____

Inlets; ARM 37.115.1006

Inlet location noted on plans? _____; Number of inlets _____; flow capacity of each inlet _____ gpm; are there inlets within 5 ft. of every corner? _____; inlets no more than 15 ft. apart _____; Inlets no closer than 5 ft. from skimmers _____; auto fill inlets noted on plans _____.

Outlets; ARM 37.115 1007

Are a minimum of two main drains noted on plans? _____ (minimum of 3 ft. apart); main drain covers are VGBPSSA approved _____ (include spec. sheets); water velocity through drain does not exceed 1.5 fps. _____;

Gutter [] Skimmer [] flow rate _____ gpm (include spec. sheets); Surge tank _____ (if yes, note on plans); equalizer lines noted on plans _____ (include spec. sheets)

Filtration equipment Arm 37.115.1011

Type; DE [] sand [] cartridge []; surface area _____ ft²; filter media rate _____ gpm/ft²;

NSF approved _____; flow meter noted on plans _____; influent & effluent pressure gauges noted on plans _____; sight glass on back wash line _____.

Disinfectant and chemical feeders ARM 37.115.1016

Type of sanitizer is; Chlorine [] Bromine [] Other []; specify type _____; ORP []; type of chemical feeding equipment _____ (must be NSF approved; include spec. sheets)

Equipment room ARM 37.115.1021

Floor drain noted on plans _____; secured from unapproved access _____; active ventilation _____.

APPENDIX 1

ARM 37.115.308 -- SUMMARY

An inadvertent failure of the Department to reject a specification that does not meet the requirements of these rules does not excuse the licensee or license applicant from its duty to meet the standards set herein

- Completed Plan Review Checklist
- Plan review fee as outlined in ARM 37.115.311
- Detailed plans (plan view, cross sections, vicinity, equipment room)
- Detailed piping schematic (configuration, pipe sizes, valves, inlets, outlets)
- Details of how make up water will be added, and source
- Details on how backwash water will be disposed to waste
- Detailed plans of bathhouse and other sanitary facilities
- Details on barrier construction
- Cross section of stair details and handrails
- Cross section of main drain
- Estimated bather load of all pools, spas and other water features
- Specification sheets for all required equipment
- Specifications for pool and deck materials
- Specifications on slopes of pool bottom and decking
- Specification sheets for suction outlets (VGBPSSA compliance)
- Calculations for surface area
- Calculations for volume
- Calculations for turnover rate
- Calculations for flow rate
- Calculations for total dynamic head
- Calculations on pump curve
- Other details specifically requested by the Department

APPENDIX 2

ARM 37.115.311 FEE TABLE

Type	Design Volume	Plan Review Fees	Pre-opening Inspections and Interim Visit Fees
Pool, Spa, Wading Pool, Spray Attraction, Lazy River, Others	Less than 4,000 gallons	\$200	\$60
Pool, Spa, Wading Pool, Spray Attraction, Lazy River, Others	4,000 – 9,999 gallons	\$400	\$80
Pool, Spa, Wading Pool, Spray Attraction, Lazy River, Others	10,000 gallons or more	\$600	\$100
Review Fees for a Substantial Modification to Existing Filtration or Disinfection systems		\$75	