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AUSTIN PUBLIC HEALTH
ENVIRONMENTAL HEALTH SERVICES DIVISION
P.O. BOX 142529 Austin, TX 78714

Phone (512) 978-0300 Email: ehsd.service@austintexas.gov

<http://austintexas.gov/departments/pools-spas-interactive-water-features-and-fountains>



Walk-in Location for ILA and Travis County Only: 1520 Rutherford LN, NE corner of Rutherford LN @ Cameron RD, Building 1 East Entrance (No Mail Accepted here)

Swimming Pool, Spa, & Public Interactive Water Feature/Fountain (PIWFF) Plan Review Application

Establishment Information *Note: Incomplete applications will not be processed and will be returned*

of Permits Requested: _____ Pool _____ Spa _____ PIWFF _____ * For Pool(s) or Spa(s) which flow directly into another pool/spa, enter the total number of filtration systems present.

Establishment Name: _____

Physical Address: _____
Street (include Suite/Unit) City State Zip Code

Property Type: ☐ Apartment ☐ Condo ☐ HOA ☐ Hotel ☐ Fitness Center ☐ School ☐ Club ☐ Other _____

Ownership Information *Print full legal names as they would appear on a Government Issued Photo ID(s)*

Business Entity/Owner: _____
Last Name, First Name or Corporation

Email Address: _____ Phone Number: _____
Email addresses will not be distributed. (Internal use only) (###) ### - ####

Applicant Information *Print full legal names as they would appear on a Government Issued Photo ID(s)*

Applicant Name: _____
Last Name First Name Middle Name

Email Address: _____ Phone Number: _____
Email addresses will not be distributed. (Internal use only) (###) ### - ####

Plan Information

Submission Date: _____ Projected Start: _____ Projected Open: _____
MM/DD/YYYY MM/DD/YYYY MM/DD/YYYY

Plan Designer: _____ Phone Number: _____
Contact Name (###) ### - ####

Water Provider: _____ Wastewater: ☐ Municipal Sewer ☐ Approved Private Septic System
Potable/Drinking Water (attach approval)

Applicant's Signature

Print Name

Date

I acknowledge that all information supplied above is true and correct to the best of my knowledge and belief. I further acknowledge that the service, for which I am applying, is subject to all provisions of the orders and ordinances of Austin & Travis County, and all of the provisions of the codes, statutes and rules adopted under the codes and statutes of the State of Texas governing pool establishments.

Fee Information:

Request Type	City of Austin and Contracted Municipalities*	Unincorporated Travis County
Plan Review Fee	\$312	\$50
* Not limited to Bee Cave, Lakeway, Manor, Pflugerville, Rollingwood, Sunset Valley, Volente, Westlake Hills		

Application Submission Information:

Note: A separate Plan Review fee is required for each pool, spa or PIWFF (yard/area). No fee is required for PIWFF(s) in the unincorporated Travis County jurisdiction.

Jurisdiction	Plans Required	In Person	By Mail	Online
City of Austin	Single Upload	Not available	Not Available	Online only through Austin Build + Connect
Contracted Municipalities	One (1) Set	1520 Rutherford Ln Bldg 1 Ste 205 Austin, TX 78754	PO BOX 142529 Austin, TX 78714	Online submission available
Unincorporated Travis County				

DO NOT MAIL CASH PAYMENTS

City of Austin and ILA Jurisdiction: Cash, Check, Money Order, Visa, MasterCard, Discover, AMEX

Unincorporated Travis County Jurisdiction: Cash, Check, Money Order

Make checks and money orders payable to: Austin Public Health

The Plan Review fee may be refundable upon request within 180 days from date of payment.

Payment must accompany applications submitted by mail (Environmental Health Services Division, PO BOX 142529, Austin, TX 78714) or in person at the walk-in location (1520 Rutherford LN). For customers submitting via email (ehsd.service@austintexas.gov), payment instructions will be emailed to you to make credit card payment over the phone for City of Austin and ILA jurisdictions.

PLAN REVIEW CHECKLIST

The following information is required for all plan submissions reviewed by the Environmental Health Services Division (EHSD) - This list serves as a minimum requirement guide and is not all-inclusive

The following items must be included on plans (additional information may be required)

1. Provide plans that are a minimum of 11 x 14 inches in size including the layout of the floor plan, accurately drawn to a minimum scale of 1/4" = 1 foot.
2. The property name and address (physical) on which the construction will take place.
3. The plan designer's name with signature and seal if designed by a Registered Sanitarian, Professional Engineer/Architect or other design professional.
4. The name and phone number of a responsible party or principal contact.
5. A scaled overhead diagram of the pool/spa yard and surrounding area with dimensions, elevations and distances from buildings, emergency phone(s), restrooms, showers, water fountains, water or fill-hose connection(s), etc, as applicable.
6. Specify the design turnover rate with calculations.
7. Filter type/media specifications and capacity.
8. Specify the method of disinfection.
9. Provide a statement indicating how pool/spa filter backwash will be disposed (as applicable).

Additional Swimming Pool or Spa Requirements

- Enclosures must be designed in accordance with ISPSC 2018, TAC Chapter 265 and TX HSC Chapter 757.
- The classification of pool, as per TAC Chapter 265; i.e., Class A, B, C or D.
- A scaled overhead diagram of the pool/spa indicating decking, entries & exits, return inlets, suction outlets, lights, skimmers, visual separation bands/demarcations, offset ledges, seat benches, water lounges, zero depth entries, deck-top "NO DIVING" wording and symbol, water depths, etc.
- A cross-section diagram of the pool/spa, enclosure, decking, pool/spa entry steps/ladders/recessed treads, etc, with all vertical/horizontal dimensions, including the depth of the pool/spa at various points and depth marker tiles.
- The volume of the pool/spa in gallons.
- The construction materials used for the finished pool/spa interior, decking and enclosure.
- Specify the suction outlet cover(s) or grate(s) and any suction vacuum release or anti-entrapment devices, in accordance with ISPSC 2018, TAC Chapter 265 and the Virginia Graeme Baker Act.

Additional Public Interactive Water Feature/Fountain (PIWFF) Requirements

- A cross-section diagram of the PIWFF, including any areas where water is designed to pool.
- Specify the type of supplemental treatment system.
- Warning and notification signs must be posted at the entrance of all PIWFF(s), or where the signs are clearly visible to users entering the PIWFF area before contact with PIWFF water occurs. Signs should be securely mounted, clearly visible, and easily read with letters in a contrasting color to the background. The required signage can be combined into a single sign. The signage must contain the following notifications and warnings in letters that are at least 2 inches in height:
 - (1) "Non-Service Animals Prohibited"
 - (2) "Changing Diapers Within 6 Feet Of The Water Feature is Prohibited"
 - (3) "Use Of The Water Feature If Ill With A Contagious Disease is Prohibited"
 - (4) "Do Not Drink Water From The Water Feature"
 - (5) "Use Of The Water Feature When Ill With Diarrhea is Prohibited"
- PIWFF(s) without an on-site owner or operator must post signage that provides a contact number to be used in the event of a malfunction, unsanitary condition, or any other non-emergency problem requiring correction. Letters and numbers on the posted sign must be a minimum of 2 inches in height and the sign must be clearly visible.

Swimming Pool/Spa Codes

Texas Administrative Code: **Title 25 Chapter 265**, Standards for Swimming Pools & Spas,
Title 25 Chapter 265.301 – 265.308, re: Public Interactive Water Features & Fountains (PIWFF)
Texas Health & Safety Code: **Chapter 757**, Pool Enclosures
City of Austin Code: **Chapter 10-7**, Pools and Spas
Travis County Code: **Chapter 61.A**, Regulations and Permitting of Public Pools and Spas
International Swimming Pool and Spa Code: **(ISPSC) 2018**, Commercial Pools, Spas, & PIWFFs