



City of Rowlett Environmental Health Services
Physical Address: 3901 Main Street, Rowlett, TX 75088
Telephone: 972-412-6284 Fax: 972-412-6228 Website: www.rowlett.com

ENVIRONMENTAL HEALTH SERVICES

CHECK OFF LIST AND INFORMATION FOR PUBLIC POOL/SPA PERMITS

The following items are required before Environmental Health Services can grant approval and permit(s) for your pool and/or spa to open for the season. Permits expire annually on March 1.

All documentation and fees should be submitted prior to expiration date of March 01 to ensure opening or continued operation of your pool and/or spa.

All documentation is required in order for an application to be accepted.
Incomplete applications and/or applications with missing documentation will not be accepted and will be returned to applicant.

- A complete and legible pool and/or spa permit application for **each** pool and/or spa. (Splasher or Kiddie pools located and operated in conjunction with a larger pool must have a separate, completed application, even if the fee is waived)
- You must have a Certified Pool Operator (CPO) employed or under contract for your facility, and they must be listed on the City of Rowlett pool application. Include a legible copy of the CPO registration card with your Pool/Spa application. If you do not have a CPO the pool application cannot be approved.
- An original, annual Ground Fault Circuit Interrupter (GFCI) inspection report performed on the pool and/or spa's electrical components and system by a licensed, registered electrician. Include this report/inspection with your Pool/Spa application
- The appropriate fees along with the above listed applications and/or documentation (\$250.00 for each pool or spa)

After receipt of the all the above listed documentation and fees, an on-site inspection will be scheduled and conducted prior to seasonal opening or continuing operation to ensure that the facility or facilities comply with all current local and state regulations.

For additional forms, please visit: <http://www.rowlett.com/index.aspx?NID=163>



City of Rowlett Environmental Health Services

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PUBLIC SWIMMING POOL/SPA PERMIT APPLICATION

Permit Fees: \$250.00 * (Permit fees are non-refundable)

No permit will be issued if application is not complete, legible and/or required documentation is missing

Print or type all information

POOL/SPA INFORMATION

Name of Pool/Spa: _____

Check one: Pool Spa *Splasher/Kiddie Pool (if located and operated in conjunction with larger pool, permit fee waived but separate application, permit, and all rules and regulations apply)

Facility type (check one): HOA Apartment Health Club Other _____

Address of Pool/Spa: _____

Manager of Pool/Spa: _____

Phone: _____ FAX: _____ E-mail: _____

OWNERSHIP INFORMATION

Check one: Proprietorship Corporation Partnership (list all partner's names, addresses, driver's license on back of application)

Name of Owner: _____

Address: _____ Street City State Zip

Mailing address for renewal and/or information if different from above:

_____ Street City State Zip

Contact person: Owner Manager Other _____

Name: _____ Title: _____

Phone: _____ FAX: _____ E-mail: _____

I, the undersigned, understand any permit granted from this application may be revoked for cause. Failure to comply with the City of Rowlett rules and regulations, as well as any notices for correction of violations affecting public health and sanitation, and/or any false or misleading information provided on this application, shall be deemed cause for revocation of the Public Swimming Pool/Spa Permit and CLOSURE of the pool and/or spa.

_____ Print Name Signature Position/Title Date

For Environmental Health Services office use below this line.

Permit # _____

_____ Approved by Date



SWIMMING POOL/SPA ELECTRICAL REQUIREMENT CERTIFICATION

Property Name: Pool/Spa Name:

Please initial each of the following items to certify that each is in proper working condition at each pool or spa as required by the City of Rowlett. If an item is not applicable to the pool/spa, please enter "N/A".

It is the responsibility of the electrical contractor to ensure the GFCI inspection meets all federal, state, and local electrical codes. This inspection must include the checklist but is not limit to those items.

- Each electrical outlet within the enclosure and in a dressing or toilet facility is GFCI protected.
Each electrical line to an underwater light is GFCI protected (must be located in the circuit breaker at the breaker box for the light or in an outlet through which the power for the light passes)
If the switch that serves lights or equipment (other than pumps and underwater lights) is between 5 and 10 feet from the pool/spa wall, each electrical line to the switch must be grounded and have a GFCI located either: 1) in the circuit breaker for the light; or 2) in the equipment circuit that powers the switch at the breaker box; or 3) in an outlet through which the power for the switch passes.
All GFCIs and circuit breakers comply with 2011 NEC requirement.
Electrical equipment is grounded according to ANSI/UL 1563-1995 and the 2011 NEC
Pumps are both internally and externally grounded.
Electrical disconnecting means is accessible for service personnel, located within sight of the pool/spa equipment, and located farther than 5 feet from the inside pool/spa wall as required by the 2011 NEC. Each disconnecting means must disconnect all ungrounded conductors to the equipment it serves.
Electrical equipment (including switches, outlets, deck lights, pumps, and other electrical equipment) are located farther than 10 feet from the inside pool/spa wall unless:
a) the electrical equipment is at least 5 feet from the pool/spa wall and is separated by a fence, wall, or other permanent barrier at least 4 feet high;
b) the electrical equipment is at least 5 feet from the wall of the pool/spa and:
a. consists of only one outlet for an electrical line that is grounded, has a GFCI, and has a locking mechanism covering the outlet;
b. consists of one or more switches serving electrical lines that are grounded and that have GFCI protection that is located in the circuit breaker for the equipment at the breaker box or in an outlet through which the power for the equipment passes; or
c. consists of an electrical device other than the outlet or switch and complies with applicable NEC requirements at the time of installation.

I hereby certify that I am a certified electrician and am qualified to make the above inspections.

Signature of Electrician Printed Name of Electrician
License Number (Required) Date