



RESIDENTIAL SWIMMING POOL PERMITS APPLICATION PROCESS GUIDELINES

The following guidelines clarify and simplify the process of applying for building permits to construct swimming pools in the Town of Queen Creek.

By following these guidelines, you will ensure that your application is complete and contains the required information to efficiently navigate the plan review and permitting process.

Simple Swimming Pool Permit Approval Process

Step 1. **Applicant** will complete and submit the following:

- Permit Application
- Licensed Contractor Declaration (Permit Application Supplement)
- Dimensioned site plans (2 each) (**Please see page 2 for minimum requirements**)
- Engineered construction plans and calculations (2 each)

Step 2. **Town of Queen Creek** will then perform the following:

- Verify that all submittal documents are complete and legible
- Building safety will perform their plan review
- Development Engineering will perform their site plan review (on lots required to retain storm water)
- If plans are approved: Prepare documents for permit issuance and notify applicant to pay associated permit permits and pick-up permits

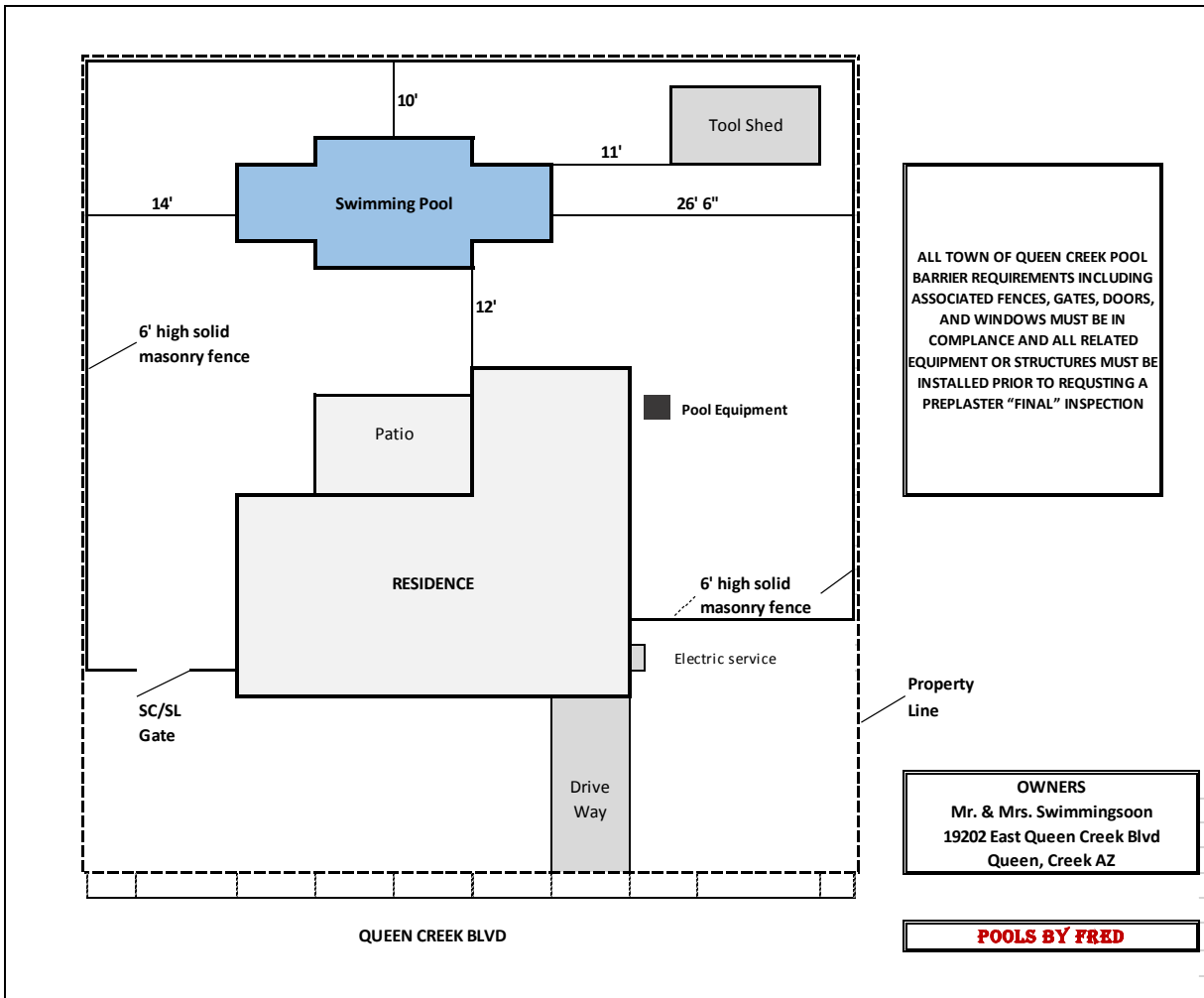
OR

- If plans are not approved: Return construction documents to applicant for correction (Applicant will then need to correct plans and resubmit them for subsequent plan reviews until plans meet all requirements and are approved)

The Queen Creek Pool Barrier Requirements with Commentary is available at:

<http://www.queencreek.org/home/showdocument?id=15707>

**RESIDENTIAL SWIMMING POOL PERMITS
MINIMUM REQUIREMENTS FOR SITE PLANS**



At a minimum, all swimming pool site plans are required to provide the following information in a legible format:

1. Perimeter boundary lot lines of the residential property.
2. Property address.
3. An accurate outline of all existing buildings, structures, and easements on the site.
4. An accurate outline of the swimming pool, hot tub or spa in its proposed location.
5. Dimensions from swimming pool to each lot line, dwelling, and accessory structures.
6. Pool equipment location.
7. Location and height of code compliant swimming pool barrier fence and gates.
8. Description of the barrier fence to include materials, size of all openings, configuration etc.
9. This note on the plan:

“ALL TOWN OF QUEEN CREEK POOL BARRIER REQUIREMENTS INCLUDING ASSOCIATED FENCES, GATES, DOORS, AND WINDOWS MUST BE IN COMPLIANCE AND ALL RELATED EQUIPMENT OR STRUCTURES MUST BE INSTALLED PRIOR TO REQUESTING A PREPLASTER “FINAL” INSPECTION”

Site plans that do not contain the minimum required information may not be acceptable for review.

RESIDENTIAL SWIMMING POOL PERMITS

LICENSED CONTRACTOR DECLARATION FORM

Licensed Contractors

Please note that under Arizona State Statutes 32-1169, A, as part of the municipal building permit application procedures, registered contractors are required to file a signed statement that they are currently licensed and they are required to supply their license number. The Licensed Contractor Declaration is intended for that purpose and it must be completed prior to permit issuance.

Owner/Builders

Owner/Builders may declare an exemption under Arizona State Statutes 32-1121, A 5. However, Arizona State Statutes 32-1169, A, requires the name and license number of any general, mechanical, electrical, or plumbing contractor who will be employed on the work. The Licensed Contractor Declaration is intended for that purpose and it must be completed prior to permit issuance.



Licensed Contractor Declaration Permit Application Supplement

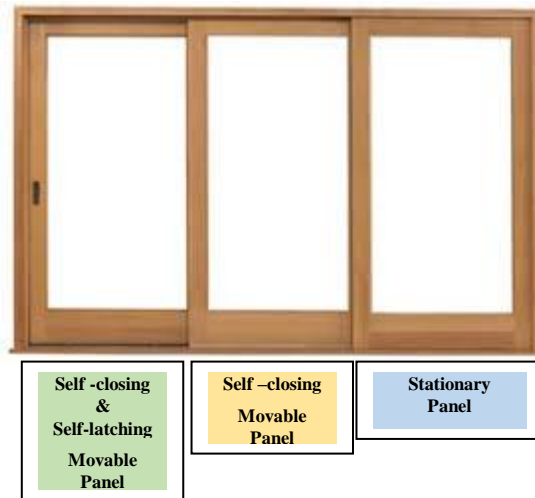
Licensed Contractor Declaration State Statute 32-1169 A			
Project Address			
Contact Name		Phone Number	
Contractor Business Name		Phone Number	
Mailing Address	City	State	Zip Code
Email Address			
ROC License Number		License Class	
Signature		Date	
Owner/Builder Declaration of Exemption State Statute 32-1121 A			
<input type="checkbox"/> Owners of property who improve such property or who build or improve structures or appurtenances on such property and who do the work themselves, with their own employees or with duly licensed contractors, if the structure, group of structures or appurtenances, including the improvements thereto, are intended for occupancy solely by the owner and are not intended for occupancy by members of the public as the owner's employees or business visitors and the structures or appurtenances are not intended for sale or for rent.			
<input type="checkbox"/> Owners of property who are acting as developers and who build structures or appurtenances to structures on their property for the purpose of sale or rent and who contract for such a project with a general contractor licensed pursuant to this chapter and owners of property who are acting as developers, who improve structures or appurtenances to structures on their property for the purpose of sale or rent and who contract for such a project with a general contractor or specialty contractors licensed pursuant to this chapter. To qualify for the exemption under this paragraph, the licensed contractors' names and license numbers shall be included in all sales documents.			
I understand that State Statute 32-1169 B. states that: The filing of an application containing false or incorrect information concerning an applicant's contractor's license with the intent to avoid the licensing requirements of this chapter is unsworn falsification pursuant to section 13-2704.			
Signature		Date	

RESIDENTIAL SWIMMING POOL PERMITS

MULTIPLE PANEL SLIDING DOORS

The Town of Queen Creek swimming pool barrier requirements and the Arizona State Statutes require all doors with direct access to swimming pools to be self-closing and self-latching with a latch at least 54” above the floor. These requirements also apply to sliding glass doors with direct access to a swimming pool.

Therefore, all movable panels must be equipped with an approved self-closing device and the last movable panel must also be equipped with a self-latching mechanism located at least 54 inches above the floor as shown below:



As an alternative, multiple movable panels may be permanently pinned top and bottom to make them stationary and the last moving panel equipped with an approved self-closing device and a self-latching mechanism located at least 54 inches above the floor.



Pinning is accomplished by installing metal angles and non-reversible one-way screws as shown below:

