

Plan Review Process and Design Tips

Clark County Public Health's Recreational Water Safety Program, or RWS, works to ensure environmental health standards for recreational water facilities are met. This is accomplished through plan reviews for new construction and remodels of existing facilities.

Types of construction projects that require RWS program approval

Clark County Public Health, or CCPH, approval is required before building permits and/or certificates of occupancy are issued. Per Washington Administrative Code 246-260, RWS review is required for new construction and remodels of existing:

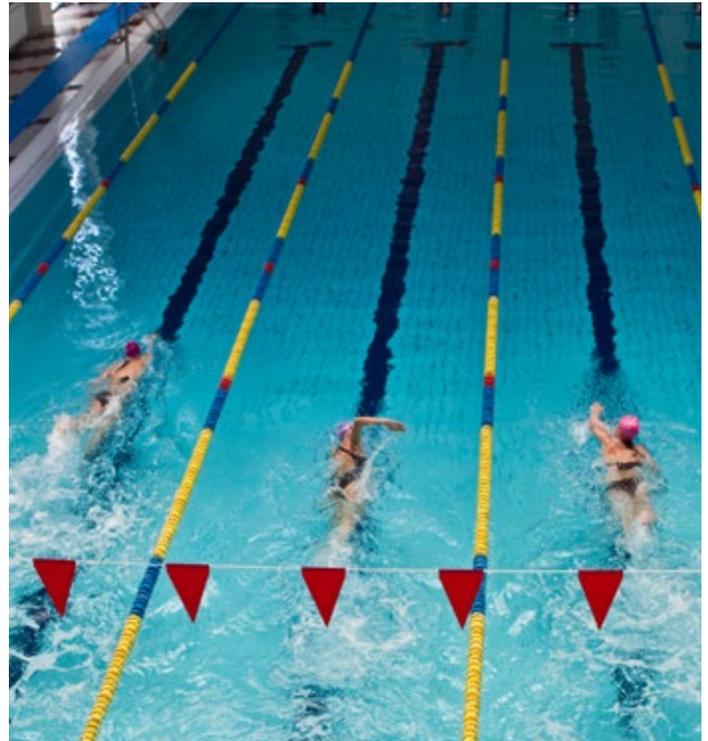
- Pools
- Spas
- Wading pools
- Recirculating and non-recirculating water features (e.g. splash pads, interactive fountains)
- Float tanks or float cabins

This review includes adjacent buildings and plumbing fixtures as well as the recreational water feature itself.

Construction project approval process

Timeline: RWS program approval is required at three stages of the construction process: plan review, piping layout mid-construction site visit before the pipes are covered and a pre-opening inspection prior to obtaining a permit to operate. Estimated timelines for the RWS plan review are explained below. The time it takes to complete a project varies based on the completeness of the application packet and response time from the applicant(s). Plans submitted to other Clark County or city jurisdictions are not automatically forwarded to CCPH. It is the applicant's responsibility to ensure plans are submitted to the RWS program and to schedule the necessary inspections.

Plan review: CCPH recommends contacting RWS staff prior to the final design stages to discuss the design and proposed/anticipated use of the recreational water facility and connected buildings, such as a clubhouse, leasing office or recreational area. During these initial conversations, potential code conflicts will be evaluated to prevent costly



Contact Recreational Water Safety

DLCntyHealthWaterRec@clark.wa.gov

Information specific to float tank facilities can be found at www.clark.wa.gov/public-health/floatation-tank-facilities



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changes later in the project. To contact the RWS program, email DLCntyHealthWaterRec@clark.wa.gov.

When ready, the complete design set should be submitted to the RWS program at the same time as the building department. RWS program staff will review the project plans and specifications. Staff will provide comment within 20 business days of the application and payment being processed. The length of time to complete a review is dependent on the completeness of the application packet and prompt responses from the applicant(s). With a complete application packet and timely responses, the plan review can be completed within 25 business days from the

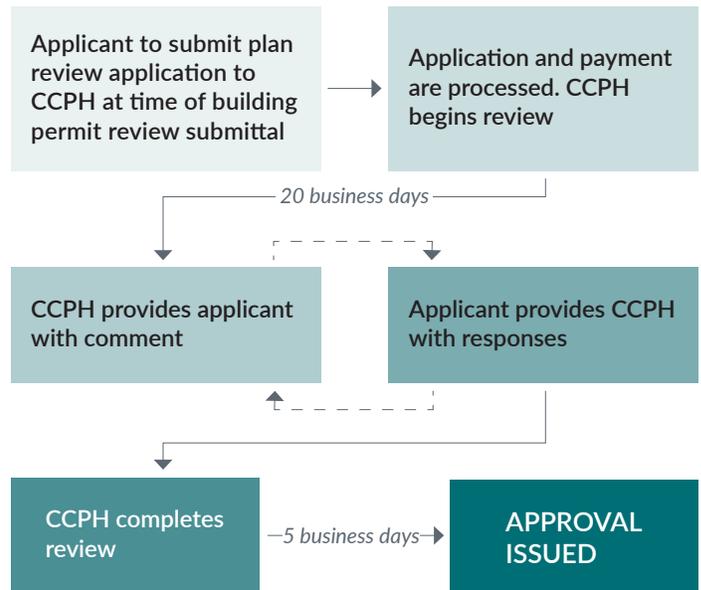
processing date. Once completed, RWS staff notifies the building department that CCPH has no objection to the issuance of a building permit.

Piping Layout and Mid-Construction Site Visit:

Construction of the recreational water feature and connected buildings shall occur per the approved plan. Should any adjustments to the approved plan be necessary, notify CCPH of the changes, in writing, prior to implementing the changes. A fee for a variance review from the approved plan will be charged and additional materials may be required depending on the proposed changes.

After main drain pipes have been laid, an inspection with an environmental health specialist must be scheduled before covering. During this main drain inspection, images will be taken of the drains to confirm compliance. Additionally, an initial walkthrough will occur to ensure the barriers, clubhouse and surrounding structures were built per approved plan.

Pre-operational inspection: Once construction of the recreational water feature and all adjacent buildings and associated plumbing fixtures are complete, schedule an inspection with an environmental health specialist. During this inspection, compliance will be verified for the recreational water features and any structure that is connected to the pool deck. Restroom fixtures, barriers and all entry points will be evaluated. A pump room, chemical storage and equipment inspection will occur. If all required elements are in compliance and built as approved, a final approval will be issued and the facility owners may purchase their permit to operate a recreational water facility. If any items require correction, the permit will not be issued until the corrections have been made.



Recreational water facility design tips

Below are some key considerations when designing a new recreational water facility. Refer to WAC 246-260 for a full list of requirements.

Barrier design:

- Fences surrounding pools/spas must meet WAC 246-260-031. For specific barrier requirements see <http://www.doh.wa.gov/Portals/1/Documents/Pubs/333-120.pdf>
- Any clubhouse or buildings attached to the pool/spa deck **may not have emergency exits leading out to the pool/spa.**
- All pool/spa entry doors must have a 60-inch handle height or be self-locking with a keyed entry only. All doors must be self-closing and self-latching.

How to submit for review:

All plan review documents can be found at www.clark.wa.gov/public-health/new-construction-or-remodel. These materials may be submitted:

- **ONLINE:** Visit the web page listed above for instructions on how to submit plan review applications online.
- **IN PERSON:** Application, plans and payment can be submitted in person at the Center for Community Health, third floor, 1601 E Fourth Plain Blvd, Building 17, Vancouver, WA 98666.
- **MAIL:** Application, plans and payment can be submitted by mail at PO Box 9825, Vancouver, WA 98666.



- Any clubhouse or buildings attached to the pool/spa deck may not have windows that open more than 4 inches.

Recommended: Outdoor pools/spas may be fully enclosed with a fence to avoid conflicting code requirements with other jurisdictions.

Emergency equipment:

- An emergency phone within one minute walking distance must be available during all hours the pool is open.
- A first aid kit must be available during all hours the pool is open. For requirements, see <http://apps.leg.wa.gov/wac/default.aspx?cite=246-260-99902>
- Spas must have an emergency shut-off switch within 25 feet of the spa that turns off all pumps and has an audible alarm.

Restroom and plumbing features:

- Restrooms must be located convenient to, and no farther than 100 feet away from, the main pool.
- Restrooms must always be available to the swimmers when the pool/spa is open. Keep this in mind if the restroom will be in a secured leasing office or other space with working hours.
- For facilities with living units greater than 100 feet away from the pool and less than three stories, a toilet, sink and diaper changing station are required.
- For facilities with a spa and/or when the living units are within ¼ mile of the pool and/or with three or more stories, a shower is required. *Showers must be enclosed to allow a full body private shower in the nude.*
- For facilities with the living units greater than ½ mile from the pool, separate male and female restrooms with a toilet, sink, shower and diaper changing station are required.

Pump rooms and chemical storage:

- A minimum 3-foot working area is required around pool equipment.
- The pump room floor must slope to a floor drain that is connected to sanitary sewer.
- Adequate storage for chemicals must be provided as outlined by the chemical manufacturer.
- Ventilation for pump rooms must be sufficient to minimize vapor concentration and equipment corrosion.

Recommended: Contact other jurisdictions, such as Labor and Industry or Washington State Occupational Safety and Health, for requirements for emergency eyewash/shower requirements.

Landscaping:

- There should not be any stepping points located next to the fence line including electrical boxes, trees, rocks, etc.

Recommended: Avoid landscaping that will impact the water quality of the pool/spa such as bark dust and trees that drop debris.

Additional resources

Clark County Public Health Recreational Water Safety:
www.clark.wa.gov/public-health/pools-and-beaches

Washington Administrative Code 246-260: <http://apps.leg.wa.gov/WAC/default.aspx?cite=246-260>

Washington State Department of Health Water Recreation Program: www.doh.wa.gov/CommunityandEnvironment/WaterRecreation



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For other formats, contact the Clark County ADA Office

Voice: 564.397.2322 / Relay: 711 or 800.833.6388 / Fax: 564.397.6165 / Email: ADA@clark.wa.gov