



**MICHAEL R. PENCE, Governor**  
**STATE OF INDIANA**

**INDIANA DEPARTMENT OF HOMELAND SECURITY**

**DAVID KANE, EXECUTIVE DIRECTOR**



**James L. Greeson, State Fire Marshal**  
**Division of Fire and Building Safety**

*Indiana Government Center South  
302 West Washington Street  
Indianapolis, IN 46204  
317-232-3980*

## **Checklist for a Swimming Pool, Spa or Water Attraction Submittal**

To qualify for a swimming pool, spa or water attraction release, an applicant must provide a complete swimming pool application, fees and submittal of plans demonstrating compliance with all applicable building laws and fire safety laws, including the information listed below. For a PDF copy of the current edition of the application form, visit <http://www.in.gov/dhs/3552.htm> and click on "Swimming Pool - Application" from the alphabetized list of applications, forms and permits.

- A site plan drawn to scale, showing dimensioned location of building property lines, and distance to all adjacent buildings on the property, as well as width of any street or easements bordering the property;
- Drawings and information as necessary to illustrate the nature and extent of the work, and compliance with the rules, including:
  - Area and volume of pool;
  - Enclosure for pool area;
  - Turnover rate;
  - Filtration and circulation system details;
  - Swimmer load;
  - Construction materials;
  - Plan drawings of pool, deck, enclosure and all other work associated with the project, and for which a design release is being sought;
  - Section drawings of the pool;
  - Pool construction details;
  - Deck design and construction details;
  - Location and details of all egress elements, including steps, railings and ladders;

- Depth markers;
- Drainage system information and details;
- Water supply system information and details;
- Electrical distribution system information and details;
- Grounding methods;
- Emergency and standby power systems;
- System controls;
- Where exterior lighting is provided from a building for an exterior pool, submit a successfully completed and fully executed energy compliance report, from an accepted computer compliance tool such as COMcheck or other prescriptive compliance software or other methods approved by the DFBS, demonstrating compliance with the requirements of the Indiana Energy Conservation Code, 2010 edition (675 IAC 19-4);
- For construction projects for which a design professional is required, and where energy conservation details and reports are required, the compliance report shall be signed and sealed by the design professional;
- If a design professional is required, each page of all drawings shall bear the signature and seal of the design professional;
- Any additional information that may be needed to substantiate statements that the proposed construction will comply with the rules of the Fire Prevention and Building Safety Commission;
- No plans may be labeled "Preliminary," "Not for Construction," "For Reference Only," "Future," "Optional" or the like. They are unacceptable for plan review purposes.