



New Aquatic Venue Application Packet Contents

Thank you for your interest in opening a new aquatic venue (swimming pool/water feature/spa) in Allen County. The Environmental Services Division of the Allen County Health Department conducts a full plan review for swimming pools/water features/spas prior to issuing permits or approving Department of Planning Services Site/ILP releases to ensure compliance with all applicable rules. The intent is to provide facilities with information up front before things are installed to prevent problems during the inspectional process.

In this packet, you will find all of the necessary paperwork and helpful documents that you will need in order to obtain approval from our Department for your facility's pool/water feature/spa (whether being newly-constructed or remodeled). Each document is explained in detail below. Feel free to contact our office if you have further questions.

□ **GUIDELINES FOR NEW AQUATIC VENUES (Guidance Only)**

The purpose of this document is to provide general guidelines for those interested in opening a new or remodeling an existing Aquatic Venue, which includes pools, spas, splash pads and/or interactive water features. These guidelines are designed to assist operators with the procedure to obtain a proper permit from the Department of Health. Aquatic Venues are required to meet all current requirements set forth in the Indiana Pool Construction Code (675 IAC 20) and Indiana Pool Operation Code (410 IAC 6-2.1), as well as the Indiana State Department of Health's Guidance on Interactive Water Fountains.

□ **AQUATIC VENUE PERMIT APPLICATION (Must be Completed and Submitted)**

The operator of an Aquatic Venue must submit an application for a pool/water feature/spa permit and pay all applicable fees prior to requesting the final inspection of the facility. Each separate pool, water feature, and/or spa at an Aquatic Venue requires its own permit. **Please complete a separate application for each.**

□ **PLAN REVIEW QUESTIONNAIRES – POOLS/SPAS & INTERACTIVE WATER FEATURES (Must be Completed and Submitted)**

This document is designed to serve as guidance for all new Aquatic Venues with regard to the minimum construction and operation requirements set forth in the below codes and guidance document. There is a plan review questionnaire specific to swimming pools and spas and a questionnaire for interactive water features. A questionnaire must be completed for each separate pool, spa and/or water feature.

- 675 IAC 20 (<https://www.allencountyhealth.com/wp-content/uploads/2014/10/Indiana-Swimming-Pool-Code-Fire-Prevention-Building-Safety-Commission.pdf>)
- 410 IAC 6-2.1 (https://www.in.gov/isdh/files/410_iac_6_2_1.pdf)
- ISDH Interactive Water Fountain Guidance (<https://www.in.gov/isdh/files/Interactive%20Water%20Fountains.pdf>)

These must be completed in their entirety and submitted with a full set of plans as part of the review process.

□ **EQUIPMENT REPLACEMENT REVIEW FORM**

If any equipment, such as pumps, filters, disinfectant feeders, etc. that are to be replaced with the same type/model of equipment, then no review is necessary. If a different type/model of equipment is replacing the old version and will affect the water quality (flow rate, turnover time, disinfectant level, etc.), then a review is required.

□ **RECOMMENDATION TO HAVE A CERTIFIED POOL OPERATOR (CPO) AVAILABLE**

The Department *recommends* that a CPO be on-site or available for the Aquatic Venue at all times during operation. For more information on CPO training, please go to: <https://www.nspf.org/content/certified-pool-spa-operator-cpo-certification-program>.