Pool and Spa Plan Review Checklist

The following information is required for all plan submissions reviewed by the Williamson County and Cities Health District Environmental Health Services Division (EHSD) - This list serves as a minimum requirement guide and is not all-inclusive.

The following items must be included on plans (additional information may be required)

- The property name and address (physical) on which the construction will take place.
- The plan designer’s name with signature and seal if designed by a Registered Sanitarian, Professional Engineer/Architect or other design professional.
- The name and phone number of a responsible party or principal contact.
- A scaled overhead diagram of the pool/spa yard and surrounding area with dimensions, elevations and distances from buildings, emergency phone(s), restrooms, showers, water fountains, water or fill-hose connection(s), etc, as applicable.
- Specify the design turnover rate with calculations.
- Filter type/media specifications and capacity.
- Specify the method of disinfection.
- Provide a statement indicating how pool/spa filter backwash will be disposed (as applicable).

Additional Swimming Pool or Spa Requirements

- Enclosures must be designed in accordance with TAC Chapter 265 and TX HSC Chapter 757.
- The classification of pool, as per TAC Chapter 265; i.e., Class A, B, C or D.
- A scaled overhead diagram of the pool/spa indicating decking, entries & exits, return inlets, suction outlets, lights, skimmers, visual separation bands/demarcations, offset ledges, seat benches, water lounges, zero depth entries, deck-top “NO DIVING” wording and symbol, water depths, etc.
- A cross-section diagram of the pool/spa, enclosure, decking, pool/spa entry steps/ladders/recessed treads, etc, with all vertical/horizontal dimensions, including the depth of the pool/spa at various points and depth marker tiles.
- The volume of the pool/spa in gallons.
- The construction materials used for the finished pool/spa interior, decking and enclosure.
- Specify the suction outlet cover(s) or grate(s) and any suction vacuum release or anti-entrapment devices, in accordance with TAC Chapter 265 and the Virginia Graeme Baker Act.

Additional Public Interactive Water Feature/Fountain (PWIFF) Requirements

- A cross-section diagram of the PWIFF, including any areas where water is designed to pool.
- Specify the type of supplemental treatment system.
- Warning and notification signs must be posted at the entrance of all PWIFF(s), or where the signs are clearly visible to users entering the PWIFF area before contact with PWIFF water occurs. Signs should be securely mounted, clearly visible, and easily read with letters in a contrasting color to the background. The required signage can be combined into a single sign. The signage must contain the following notifications and warnings in letters that are at least 2 inches in height:
  1. "Non-Service Animals Prohibited"
  2. "Changing Diapers Within 6 Feet of The Water Feature is Prohibited"
  3. "Use of The Water Feature If Ill with A Contagious Disease is Prohibited"
  4. "Do Not Drink Water from The Water Feature"
  5. "Use of The Water Feature When Ill with Diarrhea is Prohibited"
- PWIFF(s) without an on-site owner or operator a must post signage that provides a contact number to be used in the event of a malfunction, unsanitary condition, or any other non-emergency problem requiring correction. Letters and numbers on the posted sign must be a minimum of 2 inches in height and the sign must be clearly visible.

Submit Plans to: WCCHD - Environmental Health Services – 355 Texas Ave. Round Rock, TX 78664
Plan Review Fees: New Swimming Pool, Spa, PIWF - $200.00 (separate fee for each facility)
Remodel of existing Pool Spa, PIWF - $150.00
Artificial Swimming Lagoon - $300.00
The first re-submission is at no additional fee, each subsequent re-submission results in a fee.

SWIMMING POOL/SPA CODES

Texas Administrative Code: Title 25 Chapter 265 Standards for Swimming Pools & Spas
Title 25 Chapter 265.301 – 265.308 re: Public Interactive Water Features & Fountains
Texas Health & Safety Code: Chapter 757 Pool Enclosures