



# SWIMMING POOLS PLAN CHECK CORRECTION SHEETS (2023 LABC)

Plan Review Date: \_\_\_\_\_

Plan Check #: \_\_\_\_\_ Permit Application Number: \_\_\_\_\_

Job Address: \_\_\_\_\_

Plan Check Engineer: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Your feedback is important, please visit our website to complete a Customer Survey at [www.ladbs.org/LADBSWeb/customer-survey.jsf](http://www.ladbs.org/LADBSWeb/customer-survey.jsf).

If you have any questions or need clarification on any plan check matters, please contact your plan check engineer and/or his or her supervisor.

## INSTRUCTIONS FOR PROCEEDING WITH THE PLAN CHECK (PC) PROCESS:

1. **Review corrections circled on this Plan Check Correction Sheet**, the plans, and the calculation sheets.
2. Provide a written response or reference to details pursuant to the corrections. Location of any revisions on the plans shall be identified as part of your responses. Any of the forms requested by this document can be found on-line at <https://www.ladbs.org/forms-publications/>
3. Phone or email the Plan Check engineer for a verification appointment after you have addressed the corrections. Verification of corrections is only done by appointment.
4. Bring the originally checked set of plans and calculations at the time of your appointment with this plan correction sheet.
5. **If you have any questions or need clarification on any plan check matters, please contact a plan check supervisor at (213) 202-3400.**

## IMPORTANT ITEMS TO READ:

1. Your early attention is suggested to the approval process from other Departments as listed on the Plan Check Correction Sheet or the Clearance Summary Worksheet due to possible delays resulting from a public hearing or other processes required by other Departments. The City Planning Department, the Community Redevelopment Agency, and others may have requirements that could significantly affect the final design of the project.
2. The permit application will expire 18 months from the plan check submittal date.
3. Please be advised that the permit will be issued upon verification of compliance with the corrections included herein. The approval of plans does not permit the violation of any section of the Building Code, Zoning Code, other ordinance, or State law.
4. Numbers in the parenthesis refer to Code Sections of the 2023 Edition of the Los Angeles Codes or the current Zoning Code.
5. Code references with prefix "R" refer to the 2023 LARC (example: R302).

## Review the following checked information bulletins, correction lists, and forms.

Revise plans to show compliance (Copies can be obtained at [www.ladbs.org](http://www.ladbs.org)).

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| <input type="checkbox"/> Clearance Summary Worksheet (attached)  | <input type="checkbox"/> P/BC 2020-027 Onsite Wastewater treatment system  |
| <input type="checkbox"/> Supplemental correction Sheet for Structural – General  | <input type="checkbox"/> P/BC 2020-060 30-Day Notification of Intent to Excavate                                     |
| <input type="checkbox"/> DAS Supplemental Plan Review Checklist No. 8 –<br>Recreational Facilities                       | <input type="checkbox"/> P/BC 2020-073 Policy for Stamped Plans by Engineer or Architect                             |
| <input type="checkbox"/> P/GI 2020-024 Instructions for Preparing and Recording<br>Covenants with the Los Angeles County | <input type="checkbox"/> P/BC 2020-113 Contents of Reports for Submittal to the<br>LADBS Grading Division            |
| <input type="checkbox"/> P/BC 2020-001 Footing/Building Setbacks From Slopes   | <input type="checkbox"/> P/ZC 2002-006 Allowable Projections and Improvements in<br>Required Yards                   |
| <input type="checkbox"/> P/BC 2020-014 Design and Construction of Swimming<br>Pools                                      | <input type="checkbox"/> P/ZC 2002-015 Determining Front Yards, When Subject to<br>the Prevailing Setback Regulation |
| <input type="checkbox"/> P/BC 2020-024 Structural Observation  |  |

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities

**PART I: GENERAL REQUIREMENTS**

**A. PERMIT APPLICATION**

- 1. Provide a legible fully dimensioned plot plan to scale, in ink, and copy it to the PCIS application plot plan sheet
- 2. Provide complete and correct legal description (Tract, Lot, Block, Grant Deed). Provide complete information for applicant, owner, engineer, architect, and contractor.
- 3. Obtain separate application for the following items:
  - a. Retaining wall or block fence walls
  - b. Grading work
  - c. Shoring
  - d. Electrical and plumbing work
  - e. Demolition
- 4. The permit application must be signed by the property owner or licensed contractor or authorized agent at the time the permit is to be issued:
  - a. For owner-builder permits: Owner's signature can be verified with owner's driver license. Owner's representatives must present owner's approval with a notarized letter from the owner.
  - b. For contractor building permits: Prior to the issuance of a building permit, the contractor shall have the following:
    - i. Notarized letter of authorization for agents.
    - ii. Certificate of workers Compensation Insurance made out to the Contractors State License Board.
    - iii. Copy of Contractor's State License or pocket ID.
    - iv. Copy of City of Los Angeles business tax registration certificate (BTRC) or a newly paid receipt for one.

**B. CLEARANCES**

- 1. Obtain all clearances as noted on the attached Clearance Summary Worksheet. It is necessary to apply immediately for the signoff as it can take months for some departments to review the project. Comply with all conditions given during approval prior to the permit issuance.
- 2. Obtain lot cut date from Land Records of Public Works. Lot divided after 6-1-46 shall comply with Lot area requirement of the Zone. Lot divided after 7-29-62 shall obtain a Certificate of Compliance from City Planning Department. Allow months to process. Obtain application from City Planning Dept.
- 3. Provide copies of the following recorded documents for the parcel: (\_\_\_\_\_). More requirements or Clearances may follow upon review of the documents. For copies of recorded affidavits, contact Building and Safety Records Section. For copies of City Planning documents, contact the City Planning Department.
- 4. A recorded affidavit is required. Obtain a copy of instruction to process affidavit from LADBS's web site and follow the instructions. *P/GI 2020-024*
- 5. Provide temporary shoring plans for excavations removing the lateral support of public way or an existing building. Excavations adjacent to a public way require Public Works approval prior to permit issuance.

- 6. Soil/Foundation/Geology report(s) must be approved by the Grading Section. Provide a copy of the approved report and Department approval letter. Show compliance with the report's requirements and approval letter's conditions.
- 7. Where there is an excavation of a greater depth than are the walls or foundation of an adjoining building or structure and located closer to the property line than the depth of the excavation, the owner shall provide the Department of Building and Safety with evidence that the adjacent property owner(s) have been given a 30-day written notice of such intent to make an excavation. This notice shall state the depth of such excavation and when it will commence. This notice is required to be by certified mail with return receipt. Provide the return receipt to the plan check engineer prior to permit issuance. *3307.1, P/BC 2020-060*
- 8. A grading bond is required to be posted for projects involving over 250 cubic yards of soil in "Hillside Grading Areas". *7006.5.1*

**C. ADMINISTRATION**

- 1. Each sheet of the architectural and structural plans must bear the signatures, registration number and expiration date of an architect or engineer registered in the State of California. *106.3.3.2, P/BC 2020-073*
- 2. The address of the building and the name/address of the owner are required on all plans. The name and address of the consultants are required on their plans. *106.3.3*
- 3.  (One)  (Two) sets of plans will be required during permit issuance Plans must be: *106.3.2.2. & 106.3.3.1*
  - a. Quality blue or black line drawings with uniform and light background color.
  - b. Max. 36" x 48" size with minimum 1/8" lettering size.
  - c. Sticky back details must produce prints without contrasting shades of background color.
- 4. The final set of plans must be stamped by:
 

<input type="checkbox"/> City Planning Dept.	<input type="checkbox"/> Accessibility Div.
<input type="checkbox"/> Health Dept.	<input type="checkbox"/> Green Building Div.
<input type="checkbox"/> Other: _____	
- 5. Provide the following with each set of plans:
 

<input type="checkbox"/> Topography Survey Map	<input type="checkbox"/> Grading Plans/Sections
<input type="checkbox"/> Construction Section	<input type="checkbox"/> Foundation Plans
- 6. Provide fully dimensioned plot plan to scale. Show legal description, building lines, easements, lot size, zone boundaries, highway dedication lines, street center line, alley, parking spaces and location of all buildings. *106.3.2.1*
- 7. Provide a fully dimensioned plot plan to scale. Show the legal description, building lines, easements, lot size, zone boundaries, highway dedication lines, street center line, alley, building dimensions and setbacks, location and dimensions of new work, and parking spaces and locations. Show number of stories and the use of all buildings. *(R106.3.2.1)*
- 8. Show location and distance of active and abandoned oil wells with respect to building perimeter, if any. *106.3.2.1*
- 9. Survey Map must be signed by a licensed Surveyor or Civil Engineer. *108.8*

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**PART II: ZONING (Allow time for discretionary approval process from City Planning if zoning requirements cannot be met.)**

**A. GENERAL ZONING REQUIREMENTS**

- 1. Comply with the provisions of the ( \_\_\_\_\_ ) Specific Plan.
- 2. Zoning Information File #( \_\_\_\_\_ ) requires ( \_\_\_\_\_ )
- 3. Fishpond or similar use is defined as pool and shall be subject to all code requirements as a pools. 12.03
- 4. Swimming pool, fish pond, or other body of water which is designed or used to contain water 18 inches or more in depth shall not be permitted in the required yard in which fences over 3.5 feet in height are prohibited. 12.21 C.1.(g)
- 5. Provide a copy of the Certificate of Occupancy and building permit with plot plan showing the legal existing use of each building and parking.
- 6. Provide and dimension required Front Yard. Incorporate block plot and calculations on plans showing setbacks from the front property line of all buildings on the same side of the street to determine prevailing front yard. Where a prevailing front yard can't be established, provide ( \_\_\_\_\_ ) ft as required in the ( \_\_\_\_\_ ) zone. P/ZC 2020-015
- 7. Lot is subject to the Hillside Ordinance: 12.21 A.17.(c)
  - a. Pool structure exceeds ( \_\_\_\_\_ ) ft height for ( \_\_\_\_\_ ) zone.
  - b. For any lot where the elevation of the ground at a point 50 feet from the front lot line and midway between the side lot lines is 33 feet or more higher than the lowest point of the front lot line, no portion of a building or structure within 20 feet of the front line shall exceed 24 feet in height. The 24 feet maximum building and structure height shall be measured from the elevation at the centerline or midpoint of the street on which the lot fronts. 12.21 A.17(c)(4)
  - c. Lot coverage of ( \_\_\_\_\_ )% max. for pool or structures higher than 6 ft. 12.21 A.17.(f), 12.21 C.10.(e)

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**PART III: BUILDING CODE REQUIREMENTS**

**A. GENERAL REQUIREMENTS**

- 1. Since the indoor pool will be used for sporting events with no defined seating area, the occupancy shall be determined as A3 and not A4. 303
  - 2. For residential pools, show the pool enclosure on the plan. The top of the barrier shall be at least 60 inches above grade measured on the side of the barrier that faces away from the swimming pool. The maximum vertical clearance between grade and the bottom of the barrier shall be 2 inches measured on the side of the barrier that faces away from the swimming pool. The gate shall open outward away from the pool and shall be self-closing and have a self-latching device. The latch shall be located a minimum 54 inches above the ground. 3109.4, 6109(a)
  - 3. Provide an alarm for doors to the dwelling that form a part of the pool enclosure. The alarm shall provide an audible warning when the door or its screen, if present, are opened. The alarm(s) shall be listed and labeled in accordance with UL 2017 and independently certified to the ASTM Standard F2208. The alarms shall be equipped with a deactivation switch located in accordance 54" above the floor for units not required to be accessible and between 48 and 54 inches for units required to be accessible. 3109.2
  - 4. Provide the following requirements for public pools:
    - a. Show the pool enclosure on the plan. 5 feet high fence(s) and self-closing, self-latching gate(s) are required. 3109.3
    - b. The latch shall be located a minimum 4.5 feet above the ground. 6109(a)
    - c. Pools on sites with three or more dwelling units shall be approval by Health Department.
    - d. Pools shall comply with the requirements for access to public accommodations by physically handicapped persons.
  - 5. Glazing in walls, enclosures, or fences containing hot tubs, spas, and swimming pools where the bottom exposed edge of the glazing is less than 60 inches measured vertically above any standing or walking surface shall be considered a hazardous location and shall comply with Section 2406.1.1 through 2406.1.4.
  - 6. For residential swimming pools, a minimum of (2) drowning prevention safety features shall be installed per Section 3109.2 of the Building Code and Section 11592 of the California Swimming Pool Safety Act.
- B. ADD NOTES ONTO PLANS**
- 1. The construction shall not restrict a five-foot clear and unobstructed access to any water or power distribution facilities (Power poles, pull-boxes, transformers, vaults, pumps, valves, meters, appurtenances, etc.) or to the location of the hook-up. The construction shall not be within ten feet of any power lines-whether or not the lines are located on the property. Failure to comply may cause construction delays and/or additional expenses.
  - 2. Suction outlets shall be designed and installed in accordance with ANSI / APSP-7. 3109.5
  - 3. An approved Seismic Gas Shutoff Valve or Excess Flow Shut-off Valve will be installed on the fuel gas line on the downstream side of the utility meter and be rigidly connected to the exterior of the building or structure containing the fuel gas piping. A separate plumbing permit is required. Ordinance 170,158
  - 4. The recirculation and purification of any swimming pool, fish pond, or any body of water required to be fenced by Section 6109, shall be operated and maintained so as to keep the water in such pool or other body of water of water clean and of reasonable clarity. 8118
  - 5. New permanent outdoor pools/spas for a dwelling or duplex shall be equipped with a cover having a "manual or power-operated reel system." Ordinance 184,248

