



Aquatic Health Program Plan Review Submission Instructions for New Construction and Major Remodels

Nevada State Law, NRS 444.080, requires that properly prepared plans and specifications be submitted to the Health Authority for review and approval when construction or remodeling of a public pool, spa, bathhouse or nudist colony is anticipated, and **before the start of such work.**

1. Appointments

Direct Line: (702) 759- 0571

An appointment must be made before plan submission.

Appointments cannot be honored unless the minimum required paperwork is submitted. Failure to provide the minimum documentation upon arrival for an appointment constitutes a "MISSED APPOINTMENT", and a fee will be assessed. As an option, an applicant may pay for a "preliminary (office) plan review" meeting with staff, but this does not constitute a formal plan submission.

Failure to cancel your appointment before the scheduled time will result in the assessment of a missed appointment fee.

THE MINIMUM REQUIREMENTS FOR AN APPOINTMENT:

- a. *A representative qualified to answer staff questions and empowered to make corrections, additions or deletions must attend the meeting.*
- b. *A signed copy of this instruction sheet.*
- c. *A [Plan Review New Construction and Major Remodel Worksheet](#) signed by the appropriate individual.*
- d. *A [Health Permit Application](#) signed by the legal owner of the establishment.*
- e. *A [Pool and Spa Construction Application Supplemental](#) signed by the general contractor should sub-contracts be used.*
- f. *A signed copy for our files of proof of ownership in the form of a lease agreement, bill-of-sale, or other legal document.*
- g. *A copy of the plans (see below for the detailed description).*
- h. *Ability to pay all applicable fees (cash, Visa/MasterCard [credit card and valid I.D. must match exactly] or business check [pre-printed address, no starter checks, no alterations])*

2. Fees

- A plan review application must be made and all applicable fees paid at the time of appointment and plan submission.
- **Plan review fees are only valid for one year from the date of the original submission.**



3. Plans & Specifications (Plans must be signed, to scale, and with the North arrow designated)

Submit four sets of complete plans which will include (but is not limited to):

- a. An equipment list showing type, manufacture, and model numbers; with all applicable specification sheets. Include shop drawings of all equipment, manufacture's cut sheet, leaflets, catalogs and head loss charts for all equipment.
- b. An area site plan.
- c. A side view/elevation and section views for any deck obstruction, barrier, stairs, handholds, slides, flumes, waterfalls, bridges, etc.
- d. A plot plan.
- e. A plumbing layout showing inlets, returns, recirculation system, skimmers, equalizer lines, drains, sumps, waste line, water supply lines and any auxiliary system. Be sure that the face piping in the equipment room is clearly visible, and the size of piping is clearly designated. The piping must correspond to the hydraulic analysis and application.
- f. A barrier detail including all entry points to the enclosure, with details regarding height, materials, gates, doors, hardware and any other applicable detail including hardware height and type. If security plans are necessary, they must be submitted and approved before the final inspection.
- g. Details regarding safety issues to include lifeguards and chairs, safety equipment locations, emergency phone locations, and first aid supplies.
- h. A bathhouse plan to include required fixtures. At least two showers are required if a bathhouse is required.
- i. A schedule of the hydraulics including turn-over rate and head calculations. This must include final calculations and [Design Flow Worksheet](#).
- j. Signed copies of the [Plan Review New Construction and Major Remodel Worksheet](#), this *Instruction Sheet*, the [Health Permit Application](#), and a [Pool and Spa Construction Application Supplemental](#).
- k. A [Certification of Contracted Services](#) must be signed by the owner/owner designee (this form must be signed by both the contractor and the owner/owner designee).

4. Approval of Plans

- Payment of fees does **not** constitute **approval of plans**.
- A signed voucher will be provided following your meeting to inform you of the approval status of your plans, to provide specific corrections and/or stipulations, to list any permit conditions or limitations, and to request any additional information needed to complete your application.
- **Applicants may be required to submit corrected plans.**
- **Failure to comply with required corrections may result in a failed inspection of the construction project, resulting in additional fees and delayed approval to open.**



5. Revised Plans

After your plans have been reviewed and approved, if you wish to submit **revised plans** contact your assigned Plan Reviewer. Each submittal of revised plans will be assessed an additional fee.

6. Required Construction Inspections (new construction and some major remodels)

Three pass/fail inspections will be performed before the final inspection and are required:

1. **Excavation**
2. **Plumbing** must be inspected before pouring gunite
3. **Pre-plaster** which includes:
 - a. Barriers
 - b. Gates
 - c. Decks
 - d. Bathhouse
 - e. Recirculation equipment

A **re-inspection fee** will be due for all failed required construction inspections. The contractor/permit applicant must call the assigned inspector for these inspections at least 48 hours in advance to schedule an appointment for the inspections.

Note: Some construction may require additional plumbing inspections, depending on the size or complexity of the plumbing design, and may be associated with additional inspection fees.

7. Final Inspection

- Arrangements for final inspections must be made at least **72 hours** (three business days) in advance.
- A re-inspection fee will be assessed if the establishment is not ready for a final inspection after one has been requested, and no cancellation of the inspection has been received.
- Cancellations must be made before staff arrival at the facility.
- **Re-inspection fees must be paid before scheduling additional inspections.**

8. Opening for Business

Establishments may not open for business until a health permit to operate has been issued. A health permit will be issued once the final inspection has been successfully completed and approval to operate is granted.



9. Inspection Appointments

- Appointments will be on a **first-come, first-served basis** and will depend on the assigned inspector’s workloads.
- After hours inspections may be offered, at the discretion and availability of the assigned staff member. An additional fee will be assessed for this service.
- Failure to cancel your appointment before the scheduled time will result in the assessment of a missed appointment fee.

10. Building Department Approval of Plans

- Structural reviews are completed by the building department after health district approval.
- Building department approval is not a go ahead for starting the project.
- **You must have health district approval prior to starting any construction.**

11. Mistakes or Omissions

Plan approval does not constitute approval of any mistake or omission. Proper development of a project is the responsibility of the contractor, engineer, architect and/or the various parties concerned.

12. Other Required Permits

You or your representative must contact all programs relevant to your project within this agency separately, e.g., Individual Sewage Disposal System, Public Water, Underground Storage Tank, Food and Beverage, etc.

I have been made aware of the regulatory and construction requirements and I understand the proper development and construction of this project is my responsibility: _____ (initial)

Name, Print: _____ Signature: _____

Title: _____ Company: _____

Date: _____ Name of Facility: _____