

Swimming Pool Permit Checklist

Project Name and Address: \_\_\_\_\_

**Items 1, 2, 3 and 4 are required for JCW to initiate the permit review process.**

- \_\_\_\_\_ **1. Applications.** Submit completed Johnson County Wastewater (JCW) application for Sanitary Sewer Commercial Connection Permit and, if applicable, a Salt-Water Pool Application.
- \_\_\_\_\_ **2. One complete set of project plans** including: complete building and pool plans (building architectural and pool design drawings, plumbing (with riser diagrams) including pool equipment and pool piping information, building and pool structural and foundation drawings), complete civil site plans and landscape plans. Please see the Johnson County Wastewater Commercial Connection Permit Application and Site Plan Information document for JCW permit site plan requirements.
- \_\_\_\_\_ **3. Orifice Basin.**
  - 1. An orifice is required for all pool discharges.
  - 2. Intermittent discharges from sand-filtered swimming pool backwash systems to the sanitary sewer are limited to 50 gallons per minute. Continuous discharges at 50 gpm are not allowed.
  - 3. The pool shall not be drained to the sanitary sewer system unless the pool is salt-water and the City will not allow discharge to grade.
  - 4. The orifice must be located in a water tight basin on the exterior of the building and be shown and labeled on the Site Plan. The orifice basin, all associated piping, and orifice basin and plate details must be included on the Site Plan. The orifice sizing and equalization volume calculations and drawings signed and sealed by a Kansas Professional Engineer (PE) are required.
  - 5. Information on backwash pump curves which indicate required pump capacity and head requirements; and frequency, duration and volume of backwash cycle discharge are to be provided to support the calculations for equalization volume provided in the orifice basin. Example details for an orifice basin and plate are available on the Commercial Permit page at [www.jcw.org](http://www.jcw.org).
- \_\_\_\_\_ **4. Draft Final Plat (or other lot revision instrument), if applicable.** A copy is required if site will be platted or re-platted (or the existing lot is otherwise to be revised) for this project. Please note that update of the lot shown on JCW's as-built drawings for the sewer mains is also required for all lot revisions. Please contact the engineering company that prepared the as-built drawings to coordinate and submit the revised as-built drawings and a copy of the plat (or other lot revision instrument) to JCW's As-built Department.
- \_\_\_\_\_ **5. Letter of Representation.** Executed original from the Pool Owner.
- \_\_\_\_\_ **6. Prohibited Discharge Statement.** Executed original from the pool owner is required for all projects that include areas with potential sources of prohibited discharges. The chemical storage areas, volumes and types of chemicals to be stored and method to prevent discharge of chemicals to the sanitary sewer system must be shown and labeled on the drawings.

Applications, checklists, forms, details and a JCW permit site plan example are available on the Commercial Permit page at [www.jcw.org](http://www.jcw.org). JCW approval of all items noted above is required prior to permit issuance. JCW will provide written notification when the permit is ready for issuance.

**REMINDER: JCW sewer permit issuance is required for City building permit issuance.**