

Public Swimming Pool Opening Inspection Checklist

*This is meant to be used as a guide, refer to .2500 NC Public Pool Rules and Wake County
Swimming Pool Regulations for more information.*

Required to schedule a pool inspection:

- ☐ Pool permit fee paid
- ☐ Pool has current VGB documentation on file

Items in red must be compliant for the operating permit to be issued.

CPO

- ☐ **Certifications:** [WC #7]
 - ☐ **National Swimming Pool Foundation (NSPF), Pool & Hot Tub Alliance (PHTA), Aquatic Training Institute (ATI) or American Swimming Pool & Spa Association (ASPSA); AND**
 - ☐ **Wake County CPO**
- ☐ **CPO daily checklist records (2x per day, 6 hrs apart, at least one by CPO)**

Water quality [.2535; WC #9]

- ☐ **Disinfectant: Pools = Chlorine 1-10ppm; Bromine 2-20ppm**
Disinfectant: Wading Pools & Spas = Chlorine 2-10ppm; Bromine 2-20ppm
- ☐ **pH 7.2 - 7.8**
- ☐ **Water temperature: Heated pool = 90° or less; Heated spa = 104° or less**
- ☐ **Test kit provided**

Safety Equipment [.2530; WC #15]

- ☐ **Body Hook - 12' non-telescoping (solid) pole and hook secure**
AND
- ☐ **Ring Buoy - US Coast Guard approved, and**
Ring Buoy Rope- 1-1/2 x pool width, or 50' whichever is less. 1/4" diameter rope; OR
Rescue tube accompanied by lifeguard on duty
***Lifeguards with rescue tubes may replace ring buoys but not body hooks.**
- ☐ **Emergency phone working properly**
 - 1) Phone number of emergency phone must match phone number posted**
 - 2) Emergency phone must have an audible ringer with no line extensions or switchboard**
 - 3) EHS will call 911 to verify address and phone number**
- ☐ **Sign posted at emergency phone with correct address and phone number**

Signs [.2526; .2530; .2532] (See "Safety and Depth Marking Requirements" sheet)

- ☐ **Shower before entering pool**
- ☐ **"ADULTS SHOULD NOT SWIM ALONE" 1" letters, exact wording**
- ☐ **"CHILDREN SHOULD NOT USE THE SWIMMING POOL WITHOUT ADULT SUPERVISION"**
1" letters, exact wording
- ☐ **No pets, no glass**
- ☐ **"WARNING-NO LIFEGUARD ON DUTY" 4" letters, exact wording**
(unless lifeguard at all times)
- ☐ **Signs for spas and wading only**
- ☐ **If wading pool, additional "WARNING NO LIFEGUARD ON DUTY"**
- ☐ **If Spa, Caution sign - 1/2" letters, exact wording**

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Pool

- ☐ Main Drains visible. [.2535]
- ☐ Main drains in good repair and securely attached with screws [.2537]
- ☐ Suction drain cover's manufacturer make and model must match VGB documentation. [.2539]
- ☐ Depth Markings - located on pool deck [.2523]
 - 1) 4" letters
 - 2) Indicated in feet with word "feet" or "FT"
 - 3) Located no greater than 25' apart
- ☐ Depth Markings - located on pool wall or otherwise visible to swimmers [.2523]
 - 1) 4" letters
 - 2) Indicated in feet with word "feet" or "FT"
 - 3) Located no greater than 25' apart
- ☐ "No Diving" markers - Areas 5' deep or less [.2523; WC #15]
 - 1) 4" letters
 - 2) Located no greater than 25' apart
- ☐ Skimmers - 1) Flowing properly [.2518; .2537]
 - 2) Baskets clean
 - 3) Weirs in place
- ☐ 4) If pool has equalizer covers, manufacturer make and model must match VGB documents [.2539]
- ☐ Ladder Handrails - 1) Secure 2) Bumpers flush to wall 3) Non-slip tread on steps [.2521]
- ☐ No trip Hazards > 1/2" offset [.2537; WC #14]
- ☐ Deck clearance: Indoor pools = 5'; Outdoor pool <1600ft² = 6'; Outdoor pool >1600ft² = 8';
Wading pool = 4'; Spa = 4' half way around spa [.2537]
- ☐ Over-the-rim spout: located under diving board or w/in 6" of handrail [.2512]
- ☐ Safety ropes with floats provided at <5' depth slope breakpoints. 5' max float spacing. [.2523]
- ☐ 2" contrasting color band on steps and benches, and at slope breakpoints [.2516; .2521; .2532]
- ☐ Pool clean, no algae present [.2537; WC #9]
- ☐ Return inlets - good repair, have flow [.2537]
- ☐ Vacuum ports have secured cap [.2518]
- ☐ Spa timer does not exceed 15 minutes [.2537]

Pump Room [.2518; .2533; 2539]

- ☐ Locked when not in use by CPO
- ☐ Lighting, to read all gauges
- ☐ Ventilation: cross draft or continuous forced.
- ☐ Flowmeter on filtered return line to pool operating properly
- ☐ Spare Strainer Basket
- ☐ Pump manufacturer make and model must match VGB documentation
- ☐ No large leaks.
- ☐ Valves and pipes labeled

Liquid chlorine feeders

- ☐ Verify liquid chlorine feeder pumps automatically turn off when no water is flowing through the recirculation pump. [.2535(6)] {#23}

Single main drain or drains closer than 3' (require secondary method to prevent bather entrapment)

- ☐ Verify safety vacuum release system works properly

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Electrical safety of pool pump

- ☐ Copper bonding wire of the circulation pump is:
 - 1) Intact, attached, and undamaged
 - 2) Not wrapped in electrical tape or connected with wire nuts.

Chemical Room [.2534; .2537; WC#13]

- ☐ Lighting provided
- ☐ **Ventilation: cross draft or continuous forced**
- ☐ Pool Chemical Storage Only.
- ☐ Chemicals 12" off floor except large tanks
- ☐ **Entrance cannot open onto pool deck**

Bathrooms / Shower [.2526; WC#11]

- ☐ Hot Water Temp- 110°F max, if provided
- ☐ Toilet paper provided
- ☐ Soap dispenser and Liquid/powdered soap provided
- ☐ Mirrors shatterproof
- ☐ **Showers and restrooms provided and clean**

Gates [.2528; .2537] (See "Gates & Fences" flowchart)

- ☐ **Height- 48"**
- ☐ **Latch- 54" up, or 3" down on inside gate w/ 18" barrier for openings > 0.5", or keyfob access**
- ☐ **No Handholds/footholds - 45" spread between "rungs" (4" gap max)**
- ☐ **Bottom Gap- 2"**
- ☐ **All entrances (gates and doors from occupied bldg.) - self-latching and self-closing**

Fence [.2528]

- ☐ Height- 48"
- ☐ No Handholds/footholds - 45" spread between "rungs" (4" gap max)
(Constructed prior to 5/1/2010- at least 30" spread between rungs)
- ☐ Bottom Gap- 2" (Constructed prior to 5/1/2010- 4" gap)

Lighting [.2524]

- ☐ Operational hours posted
Permits will be conditioned "No night swimming", unless approved based on night lighting check

Documents for each pool

- ☐ Inspection form (entered electronically by EHS and emailed to Operator)
- ☐ Printed DHHS permit (2 copies: 1-Operator, 2-File)
- ☐ Printed Wake permit (2 copies: 1-Operator, 2-File)
- ☐ Application from Operator