

## 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 Regulations Governing Swimming Pool for more information.*

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

Required to schedule a pool inspection:

- Pool permit fee paid
- Pool has current VGB documentation on file
- Application from Operator

### CPO

- Certifications: [WC #7]
  - 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 - 1.5 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 pools 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 or 6"x6" international no diving symbol in red and black on white background
  - 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) Provided at sunshelf 2) Secure 3) Bumpers flush to wall 4) Non-slip treads [.2521]
- No trip Hazards > 1/2" offset [.2537; WC #14]
- Deck clearance: Indoor pools = 5'; Outdoor pool <1600ft<sup>2</sup> = 6'; Outdoor pool >1600ft<sup>2</sup> = 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, record flowrate on inspection  
If VGB has a flow reduction, then flowmeter must be operating within the max drain cover flowrate
- Spare Strainer Basket
- NSF Pump
- 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}

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

- Verify safety vacuum release system (Vac-Alert, Emotron/Stingl Switch, Vacless) works properly
  - 1) Have CPO close Skimmer valve. 2) Then close Main Drain valve.
  - 3) SVRS should alarm or cause pump to lose prime.
- Written records provided of SVRS testing results per manufacturer

### Electrical safety of pool pumps

- Copper bonding wire of the circulation pump is intact, attached, and undamaged  
\*Reconnection must be done by licensed electrician and an electrical inspection is required by law
- Power supply to motor is 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 key fob access
- No Handholds/fooholds - 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/fooholds - 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 emailed to Operator for each pool

- Inspection form
- Wake permit