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 - 1.5 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 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}

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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.

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/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