

State of Montana  
Public Swimming Pool, Spa, and Other Water Feature  
Plan Review Application



MONTANA  
**FOOD & CONSUMER  
SAFETY PROGRAM**

## Plan Review Checklist

Plans and specifications must be submitted to the department, and Local Regulatory Authority, with a completed plan review checklist for the public health review and licensing process.

Plans and specifications may also need to be submitted to the Local Building Codes Official or to the State Building Codes Bureau for permitting. See the state website or call 406-841-2056 for more information about building permits.

Please provide the following information to FCS at least 90 days prior to the anticipated date of construction or remodel. See Circular FCS-3 2020 Chapter 3 for detailed plan review requirements and ISPSC 2018 for design and construction requirements.

Completed plan review form.

Detailed plans of the public swimming pool prepared and stamped by a Professional Engineer who is licensed by the Montana Board of Professional Engineers and Professional Land Surveyors. Plans for related facilities, such as restrooms or bathhouses, may be submitted by a licensed architect or registered construction contractor as long as the design meets all applicable building codes and all applicable building permits have been obtained.

Manufacturer specifications for all equipment and drain covers.

Pump curves and applicable TDH calculations showing maximum and minimum potential flows for each pump system. Maximum potential flows are figured by using the lowest possible calculated TDH with a clean filter, no restriction valves, and no skimmer systems.

Pool plan review fee worksheet and check or money order made out to DPHHS. Include receipt of online payment if made online.

Any modifications to the approved plans, including field modification during construction, must be submitted to the department for approval before licensing.

Upon completion of the build, and before a license may be issued, the contractor must provide written notification to the department, certifying that the facility has been constructed according to plans that were approved by the department.

Upon completion of the build the contractor must provide a set of approved plans and operating instructions for all equipment to the operator.

Plan review documents may be submitted electronically through the Montana File Transfer Service to [leigh@mt.gov](mailto:leigh@mt.gov), or mailed to the office at:

Food and Consumer Safety  
1400 Broadway, RM C-214, P.O. Box 202951  
Helena, MT 59620-2951  
406-444-2837

# General Contact Information

## Facility

Street Address

City, State, Zip

County

## Owner

Mailing Address

City, State, Zip

Phone

email

## Contractor

Mailing Address

City, State, Zip

Phone

email

## Design Engineer

Mailing Address

City, State, Zip

Phone

email

## Architect

Mailing Address

City, State, Zip

Phone

email

**Who should receive correspondence regarding this plan review (check all that apply):**

Owner

Contractor

Design Engineer

Architect

Other

# Public Swimming Pool Design Characteristics

## Public Swimming Pool Data

Perimeter  
 Surface Area  
 Avg. Depth  
 Volume  
 Designed Flow Rate  
 Turnover Rate  
 Temp  
 Bather Load

## Class of Public Swimming Pool (ISPSC Section 202 Public Swimming Pool)

Class A, Competition Pool	Class D-1, Wave Pool
Class B, Public Pool	Class D-2, Activity Pool
Class C, Semi-Public Pool	Class D-3, Catch Pool
Class E, Pools above 86 F	Class D-4, Leisure River
Class F, Wading Pools	Class D-5, Vortex Pool
Spa	Class D-6, Interactive
Flow-Through Hot Spring	Play Attraction

## Filter

Number of Filters  
 Filter Type  
 Manufacturer  
 Model  
 Filtration Area  
 Filtration Rate  
 Max Flow  
 NSF-50 Certified

## Surface Skimming System

Number of Surface Skimmers; or  
 Length of Perimeter System  
 Manufacturer  
 Model  
 Certified Flow Rate  
 NSF-50 Certified

## Primary Sanitizer / Feeder

Sanitizer(Br/Cl)  
 Make  
 Model  
 Treatment Capacity  
 NSF-50 Certified

## Secondary Disinfection System

(i.e. UV, Ozone, or Advanced Oxidation)

Sanitizer Type  
 Make  
 Model  
 Max Treatment Capacity  
 NSF-50 Certified

## pH Control

Chemical  
 Make  
 Model  
 Treatment Capacity  
 NSF-50 Certified

## Supplementary Treatment Systems

(Any other system, not required by law, that is being used to supplement water quality treatments)

Type of Treatment  
 Make  
 Model  
 Max Treatment Capacity  
 NSF-50 Certified

**Name/Description of Water Source** (public water supply system or private well compliant with Circular FCS 1-2016)

# Public Swimming Pool Design Characteristics

## **Pump #1 - Filter Loop**

Manufacturer  
Model  
Min TDH/Max Potential Flow  
Max TDH/Min Potential Flow  
Skimmer Basket  
Isolation Valves  
Emergency Shutoff Switch

## **Submerged Suction Outlets**

Number of Submerged Suction Outlets  
Manufacturer  
Model  
Certified Flow Rate of Covers  
Covers Rated as Unblockable

## **Pump #2 -**

Manufacturer  
Model  
Min TDH/Max Potential Flow  
Skimmer Basket  
Isolation Valves  
Emergency Shutoff Switch

## **Submerged Suction Outlets**

(Provide outlet information for independent suction loops)

Number of Submerged Suction Outlets  
Manufacturer  
Model  
Certified Flow Rate of Covers  
Covers Rated as Unblockable

## **Pump #3 -**

Manufacturer  
Model  
Min TDH/Max Potential Flow  
Skimmer Basket  
Isolation Valves  
Emergency Shutoff Switch

## **Submerged Suction Outlets**

(Provide outlet information for independent suction loops)

Number of Submerged Suction Outlets  
Manufacturer  
Model  
Certified Flow Rate of Covers  
Covers Rated as Unblockable

## **Pump #4 -**

Manufacturer  
Model  
Min TDH/Max Potential Flow  
Skimmer Basket  
Isolation Valves  
Emergency Shutoff Switch

## **Submerged Suction Outlets**

(Provide outlet information for independent suction loops)

Number of Submerged Suction Outlets  
Manufacturer  
Model  
Certified Flow Rate of Covers  
Covers Rated as Unblockable

# What should be included in the plan review package?

(Circular FCS 3-2020 Section 3.2.3)

The plan submittal package for the construction of a public swimming pool or related facility, or for the reconstruction, alteration, or conversion of an existing public swimming pool or related facility, must include:

- (a) a plan view and a sectional view of both the public swimming pool or related facility, and surrounding area;
- (b) one or more drawings showing cross-sections through the main drain;
- (c) a drawing of the overall plan showing the public swimming pool, spa, or other water feature in relation to other facilities in the area, including any equipment room;
- (d) a detailed view of the equipment layout in the equipment room;
- (e) a piping schematic that shows the piping configuration, pipe size, valves, inlets, main drains, over flow outlets, skimmers, make-up water, backwash from the filter, and treatment facilities;
- (f) scaled drawings of the public swimming pool bottom and sidewalls;
- (g) cross section drawings with measurements of the step risers and treads and of any handrails;
- (h) all manufacturer specifications for public swimming pool circulation equipment and drain covers;
- (i) specifications for the materials that will be used to construct the public swimming pool and for the materials used as finishes on any of the walkways;
- (j) specifications for the slope and drainage of public swimming pool bottoms, decks, and other surfaces requiring drainage;
- (k) plans and drawings related to all bathhouses or other sanitary facilities;
- (l) an estimation of the anticipated bather load of the public swimming pool;
- (m) calculations of the surface area and volume of the public swimming pool, calculations of the turn-over rate, flow rate, water velocities, total dynamic head, and pump curve showing design flow for each public swimming pool pump system;
- (n) the name and location of any water source that will or may supply water to the public swimming pool;
- (o) details on the method that will be used to dispose of wastewater in compliance with applicable law;
- (p) details on barrier construction;
- (q) staffing plan with zones of patron surveillance for facilities using lifeguards;
- (r) the plan review fee established in Table 1; and
- (s) any other information specifically requested by the department.

## Circular FCS 3-2020 Section 3.4 Payment of Plan Review Fees

Table 1.

Type	Design Volume	Plan Review Fees	Pre-opening Inspections and Interim Visit Fees
Public swimming Pool	Less than 4,000 gallons	\$200	\$60
Public swimming Pool	4,000 – 9,999 gallons	\$400	\$80
Public swimming Pool	10,000 gallons or more	\$600	\$100
Review Fees for a Substantial Modification to Existing Filtration or Disinfection systems		\$75	

Please submit a plan review form and pre-opening inspection fees for each separate public swimming pool spa, or water feature.