



City of Walnut Creek
Development Review Services
1666 N. Main Street, Walnut Creek, CA 94596
(925) 943-5834 *phone* (925) 256-3500 *fax*

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Information Bulletin No. IB-007

SPA Submittal Requirements

1. Submit 3 sets of a plot plan showing all of the following information:
 - a) Identification of the address and owner of the property.
 - b) All property lines
 - c) All building and accessory building footprints
 - d) All trees having a drip line area covering the proposed spa installation, including trees from adjacent property.
 - e) Enclosure routing meeting the provisions of the California building and Residential code
 - f) Location of external spa pumps and spa water heater relative to property lines. Accurately dimension the heater flue termination relative to the property line.
 - g) Location and layout of any private sewer disposal system, including septic tank and leach field routing.
 - h) Location of any potable water wells.
2. Submit 3 sets of specific details of the fence system, gates, and alarmed doors to show that they meet the specific requirements of the California Building code. Note that the city will waive the enclosure requirements provided the spa is supplied with a lockable cover meeting the requirements of ASTM Standard F 1346-91.
3. Evidence of sanitary district approval. Applicant is responsible for obtaining the approval by taking two copies of the plot plan to the sanitary district's permit center for approval. Contact information: Contra Costa County Sanitary District, 5019 Imhoff Place, Martinez, CA 94553, (925) 689-3890.
4. Landscaping, grading, drainage, and site retaining walls requires a separate and distinct *Site Development Permit* as administered and issued by Current Engineering Services within the Public Services Department and is not included in the spa permit. If you plan to include site work in addition to your spa construction, please contact the Duty Engineer at 925-943-5839 for site development permit information and submittal requirements.
5. Wood decks with walking surfaces located more than 18 inches above grade at any point requires a separate and distinct building permit as administered and issued by the Building Division. Contact a plan check engineer at 925-943-5839 for further information and application requirements or visit the Building Division's website for more information.

