

## PUBLIC POOL PLAN REVIEW SERVICE REQUEST

### Environmental Health Division Recreational Waters Program

5050 Commerce Drive, Baldwin Park, CA 91706  
www.publichealth.lacounty.gov/eh | rhealth@ph.lacounty.gov | (626) 430-5360

Date of Request: \_\_\_\_\_ If this plan submission is for a FIRE REBUILD, please indicate which fire: \_\_\_\_\_

<b>SITE OWNER</b>	NAME:		PHONE#:	EMAIL:	
	MAILING ADDRESS:		CITY:	STATE:	ZIP:

<b>JOB SITE</b>	FACILITY NAME:			APN (REQUIRED FOR NEW POOLS):	
	ADDRESS:			CITY:	ZIP:

<b>POOL CONTRACTOR</b>	COMPANY NAME:			CONTRACTOR'S NAME:		
	MAILING ADDRESS:			CITY:		STATE: ZIP:
	PHONE #:	EMAIL:		LICENSE #:	LICENSE TYPE:	
	CONSULTANT'S NAME:			PHONE #:	EMAIL:	

CONTRACTOR, ARCHITECT, OR ENGINEER			
NAME:	PHONE #:	LICENSE #:	LICENSE TYPE:

TYPE OF POOL (A separate service request is required for each body of water)	
<input type="checkbox"/> Swimming Pool <input type="checkbox"/> Spa <input type="checkbox"/> Wading Pool <input type="checkbox"/> Spray Ground (Interactive water feature) <input type="checkbox"/> Other Pool: _____	
APARTMENT BUILDING, CONDO, OR HOTEL: <input type="checkbox"/> YES, # OF UNITS: _____ <input type="checkbox"/> NO	

SERVICE REQUEST			
<input type="checkbox"/> Major Renovation <3000' sq & 40 ft wide	<b>\$1,021.00</b>	<input type="checkbox"/> Minor Renovation Single Item	<b>\$354.00</b>
<input type="checkbox"/> Major Renovation Additional <3000' sq & 40 ft wide	<b>\$721.00</b>	<input type="checkbox"/> Minor Renovation Two Items	<b>\$544.00</b>
<input type="checkbox"/> Major Renovation Large >3000' sq & 40 ft wide	<b>\$1,306.00</b>	<input type="checkbox"/> Minor Renovation Three or More Items	<b>\$680.00</b>
<input type="checkbox"/> Major Renovation Large Additional >3000' sq & 40 ft wide	<b>\$980.00</b>	<input type="checkbox"/> Minor Renovation Additional Pool/Spa	<b>\$245.00</b>
<input type="checkbox"/> New Pool Large >3000' sq & 40 ft wide	<b>\$2,613.00</b>	<input type="checkbox"/> Pool Resurface	<b>\$721.00</b>
<input type="checkbox"/> New Pool Large Additional >3000' sq & 40 ft wide	<b>\$1,796.00</b>	<input type="checkbox"/> Pool Resurface Additional Pool/Spa	<b>\$408.00</b>
<input type="checkbox"/> New Pool <3000' sq & 40 ft wide	<b>\$1,796.00</b>	<input type="checkbox"/> Field Consultation (up to 1 hour)	<b>\$163.00</b>
<input type="checkbox"/> New Pool Additional <3000' sq & 40 ft wide	<b>\$1,157.00</b>	<input type="checkbox"/> Field Consultation (up to 2 hours)	<b>\$327.00</b>
		<input type="checkbox"/> Other: _____	
<b># of Plans Submitted:</b> _____			<b>Total Fee \$</b> _____

SUBMIT A COPY OF CURRENT PUBLIC HEALTH PERMIT/LICENSE AND PROVIDE THE FOLLOWING INFORMATION:			
POOL INFORMATION	FA#: _____ PR#: _____		
	Dimensions of pool:	Gallons:	Year pool built:
	Existing pump model/hp:	Suction line size:	Return line size:
	If spa, booster pump model/hp:	Suction line size:	Return line size:
	Grates/drain covers make/model:		
	What is being done/changed:		
VGB Compliant: <input type="checkbox"/> Yes <input type="checkbox"/> No Material: <input type="checkbox"/> PVC <input type="checkbox"/> Copper			

### PLAN SUBMISSION AND PAYMENT

The Review/ Service Request, plans, supporting documents, and payment can be submitted in person, by mail, or electronically.

- If plans are submitting online, an invoice will be generated and emailed to you along with payment instructions.
- **Do not submit your payment until you have received an invoice.**

<p><b>IN-PERSON:</b> Submit plans and payment in person between the hours of 8:00 am - 4:30 pm, Monday through Friday, except for holidays, at:</p> <p style="text-align: center;"><b>Environmental Health Headquarters 5050 Commerce Drive, Baldwin Park, CA 91706</b></p> <p>Acceptable forms of in-person payment include electronic, cash, check, cashier's check, or money order in the exact amount due.</p>	<p><b>ELECTRONICALLY:</b> Submit plans and payment online using Credit Card (Visa, MasterCard, American Express, or Discover), Debit Card, and Electronic Check (ECheck).</p> <p>Email to <a href="mailto:rhealth@ph.lacounty.gov">rhealth@ph.lacounty.gov</a> retrieve a secured email.</p> <p><b>Please note that there is an additional convenience fee charge using online payment.</b></p>	<p><b>MAIL:</b> Mail plans to the address below. An invoice will be generated and emailed to you along with payment instructions. Make Check, Cashier's Check, or Money Order payable to <b>County of Los Angeles</b>, and include your invoice number.</p> <p><b>Mail to:</b> <b>Environmental Health Headquarters Attn: Recreational Waters Program 5050 Commerce Drive, Baldwin Park, CA 91706</b></p>
--	---	---

FOR OFFICE USE ONLY			
DATE:	AMOUNT PAID:	INVOICE #:	<input type="checkbox"/> Cash <input type="checkbox"/> Credit Card <input type="checkbox"/> Check
ASSIGNED TO:	PLANS ACCEPTED BY:	PLAN CHECK #:	SR#: