



# RESIDENTIAL SPA & HOT TUB SUBMITTAL GUIDE

Pennsylvania Uniform Construction Code (UCC) referencing the International Residential Code & the International Swimming Pool and Spa Code as adopted by Manheim Township Ordinance

**BUILDING PERMIT REQUIREMENTS** A building permit is required for residential Spas and hot tubs as set forth in Section 403.26 of the PA Uniform Construction Code as adopted per Manheim Township Ordinance. Submit the following items for review and approval:

- **BUILDING PERMIT APPLICATION**

Complete the [Application for Zoning Review, Building Plan Examination, and Building Permit](#). It is necessary to fill out all applicable areas of the permit application including the signature of the permit applicant. Our staff will assist applicants with questions regarding the permit application.

- **PERMIT FEE SCHEDULE WORKSHEET**

Permit fees are as follows: Residential Spas and Hot Tubs \$150.00. Additional fees include a UCC mandated Educational Fee and a Planning & Zoning Review Fee.

**A payment invoice will be provided to the permit applicant after permit issuance.**

- **PLAN REQUIREMENTS**

- **Two (2) copies of spa or hot tub** specifications and installation instructions. Spas and hot tubs shall be listed and labeled in compliance with UL 1563 or CSA C22.2 No. 218.1.
- **Two (2) copies of spa or hot tub barrier/fence specifications** including barrier/fence type (height and opening limitations), gates with latching mechanism type, and door/window alarms on openings between the dwelling and the spa/hot tub.

**Exception: A barrier is not required if the spa/hot tub is provided with a lockable safety cover that complies with ASTM F1346.**

- **Two (2) copies of elevated, wood framed deck framing / construction plans (if applicable)**
- **Four (4) copies of a site plan** that identify the spa or hot tub (provide square footage of spa and hot tub as well as any added impervious deck or patio being added, if applicable) with dimensions from the edge of spa / hot tub to all adjacent property lines. Include all existing and proposed buildings (residence, detached garages and accessory structures) with square footage of each structure, driveways, sidewalks and other impervious coverage with square footage of each. Refer to the attached Zoning Requirements and Sample Site Plan at the end of this guide for specific zoning regulations.

- **PERMIT CONSIDERATIONS AND REQUIREMENTS**

- New or existing wooden decks supporting a new spa and hot tub must be capable of supporting the imposed loads of the spa / hot tub including water and the weight of occupants. Submit a structural framing plan and construction cross section of the new or existing decks for review and approval. Review by a PA registered architect or professional engineer may be needed.
- If the house is part of the pool barrier (wall or walls of house face spa or hot tub), all doors and operable windows with sill heights less than 48" above finished interior floor are to be equipped with listed and labeled audible alarms – **assuming a lockable ASTM F1346 cover is not installed**.
- Electrical work shall be installed per the IRC/NEC. All new electrical work associated with spa / hot tub is subject to field inspection and approval.
- Overhead electrical conductors to be no less than 22.5 feet above the water level of the spa / hot tub.
- Location of spa or hot tub in proximity to windows and glazed doors – tempered glazing requirements.

## **INSPECTION REQUIREMENTS**

- Spas and Hot Tubs shall not be used until a Manheim Township Code Official approves the Final Electrical and Final Inspections. Manheim Township will issue a Certificate of Use and Occupancy upon approval of all required inspections.
- **SPA AND HOT TUB INSPECTIONS:**
  1. Underground conduit and wiring prior to backfill
  2. Final Electric / Final Hot Tub
    - Verification of electrical connections of spa / hot tub. Wiring size and type (wet rated wiring needed for exterior applications)
    - Verification of breaker size and type – breaker to match the manufacturer of the panel serving the spa / hot tub
    - Verification of feeder conductors for type and size including the installation of an insulated equipment grounding conductor (ECG). Bare copper equipment grounding conductors are prohibited
    - Electrical disconnect needed at least 5 feet from and within sight of the spa / hot tub
    - Ground fault protected service receptacle needed between 6 and 20 feet from hot tub
    - Switches to be no less than five (5) feet from the spa / hot tub
    - Verification of light fixture and/or ceiling fan clearances above spa / hot tub
    - Bonding of all metal parts within 5 feet of the inside walls of the spa / hot tub pump motors, heaters, metal raceways, metal piping and metal fencing
    - Verification of lockable ASTM F1346 safety cover OR barrier, access gate, door alarms

## **2021 ISPSC CODE REFERENCES**

The following code sections are applicable for Spa and Hot Tub installations. This list, although not all inclusive, provides guidance on some important code provisions.

- **302.1 Electrical.** Electrical requirements for aquatic facilities shall be in accordance with NFPA 70 or the International Residential Code. IRC Chapter 42 is the applicable reference for wiring requirements for spas and hot tubs.
- **305.1 Barrier Requirements - General.** The provisions of this section shall apply to the design of barriers for pools and spas. These design controls are intended to provide protection against the potential drowning and near drowning by restricting access to such pools or spas. These requirements provide an integrated level of protection against potential drowning through the use of physical barriers and warning devices.

### **Exceptions:**

1. **Spas and hot tubs with a lockable safety cover that complies with ASTM F1346.**

- **307.1.1 Glazing in hazardous locations.** Hazardous locations for glazing are defined in the International Residential Code Section R308.4.5 specifically covers walls, enclosures or fences that are 60 inches or less from the water's edge. Where the bottom edge of the glazing is 60 inches or less above the walking surfaces, the glazing must be safety glazing.
- **1001.6 Access.** Electrical components that require placement or servicing shall be accessible.

## **PLANNING AND ZONING REQUIREMENTS**

### **Manheim Township Zoning Ordinance 2014, Section 2104**

1. No permanent structure shall be permitted without an operable, maintained, filtering system utilizing an approved method of treated water.
2. All swimming pools which have the capability to contain more than twenty-four (24) inches of water shall be enclosed by a permanent fence which is at least four (4) feet in height. No fence will be required for above-ground permanent pools which have sides which are at least four (4) feet above grade and access to the pool can be secured, unless the Zoning Officer determines that conditions warrant greater safety measures. However, all above-ground permanent pools shall be screened by a landscape screen, which shall be composed of shrubs that have a minimum height of at least four (4) feet, measured from the ground level, at the time of planting.
3. No structure shall be within ten (10) feet of any property line which shall be measured from the nearest water surface.
4. No structure shall be permitted between the building setback line and the street line.
5. An approved temporary construction fence shall be erected around the excavation site during construction of the pool and shall remain in place until the permanent fence is erected.
6. Water shall not be placed in a swimming pool until a permanent, approved fence has been erected and a Certificate of Use and Occupancy has been issued.

### **ADDITIONAL ZONING REQUIREMENTS**

1. No structure(s) shall be permitted to be placed in any easement (stormwater or utility); this includes but is not limited to fences, playground equipment, sheds and gazebos. This applies to new and existing structures. (Subdivision Land Development Ordinance).
2. Accessory structures shall be at least 5 feet from the property lines and not be more than 10 feet in height
3. Fences shall not be more than 6 feet in height.
4. A building permit is required if an above-ground pool and/or an in-ground pool has the capability to contain MORE THAN 24 inches of water.
5. Two copies of the site plan must be submitted for any pool installation.

If you need information on the setback lines for the property, or if you have any other questions related to the zoning ordinance, please contact the Planning and Zoning Department at (717) 569-6406 ext. 7.

## **ZONING SITE PLAN REQUIREMENTS**

The following must appear on all site plans:

- ◆ Location of all property lines. Include exact length of all property lines and include the size of your lot in square feet.
- ◆ Location of all existing buildings and improvements, including but not limited to, residence, driveways, walkways, sheds, decks, patios, porches, swimming pools, garages, hot tubs, and any other impervious surface.
- ◆ Location of all proposed projects and other improvements, including but not limited to, driveways, walkways, sheds, decks, patios, porches, swimming pools, garages, hot tubs, and any other impervious surface.
- ◆ Exact dimensions, including the area calculations in square feet, of all existing and proposed improvements on the property, including but not limited to, residence, driveways, walkways, sheds, decks, patios, porches, swimming pools, garages, hot tubs, and any other impervious surface.
- ◆ Exact dimensions from all existing and proposed improvements to all property lines, including but not limited to, residence, driveways, walkways, sheds, decks, patios, porches, swimming pools, and any other impervious surface.
- ◆ Location of all easements on the property, both public and private including the exact dimensions of the easements. (See notes below)
- ◆ Location of the 100-year floodplain and the 100 year floodplain elevation, if applicable. Boundaries of the 100-year floodplain must be field staked prior to any on site construction, if applicable. (See notes below)
- ◆ Location and dimension of any clear sight triangles on the property. (See notes below)
- ◆ Location of all required Manheim Township building setback lines.
- ◆ Location of all public street rights-of-way.
- ◆ Location of all public streets, including curb and sidewalk, if applicable.
- ◆ Location of an on-lot sewage system, if applicable.
- ◆ Location of all wetland areas, if applicable.
- ◆ Location of all Municipal boundaries, if applicable.

- **SITE PLAN NOTE REQUIREMENTS**

- ◆ Any lot which contains a recorded easement or right-of-way MUST have the following note on the site plan:

**“Nothing shall be placed, planted, set, or put within the area of the easement that would adversely affect the function of the easement.”**

- ◆ Any lot which contains a 100-year floodplain MUST contain the following note:

**“Any proposed improvements to be located within the 100 year floodplain shall be in accordance with the Manheim Township Floodplain Ordinance, 2015 as amended.”**

- ◆ Any lot which contains a 100-foot clear site triangle MUST have the following note written on the site plan:

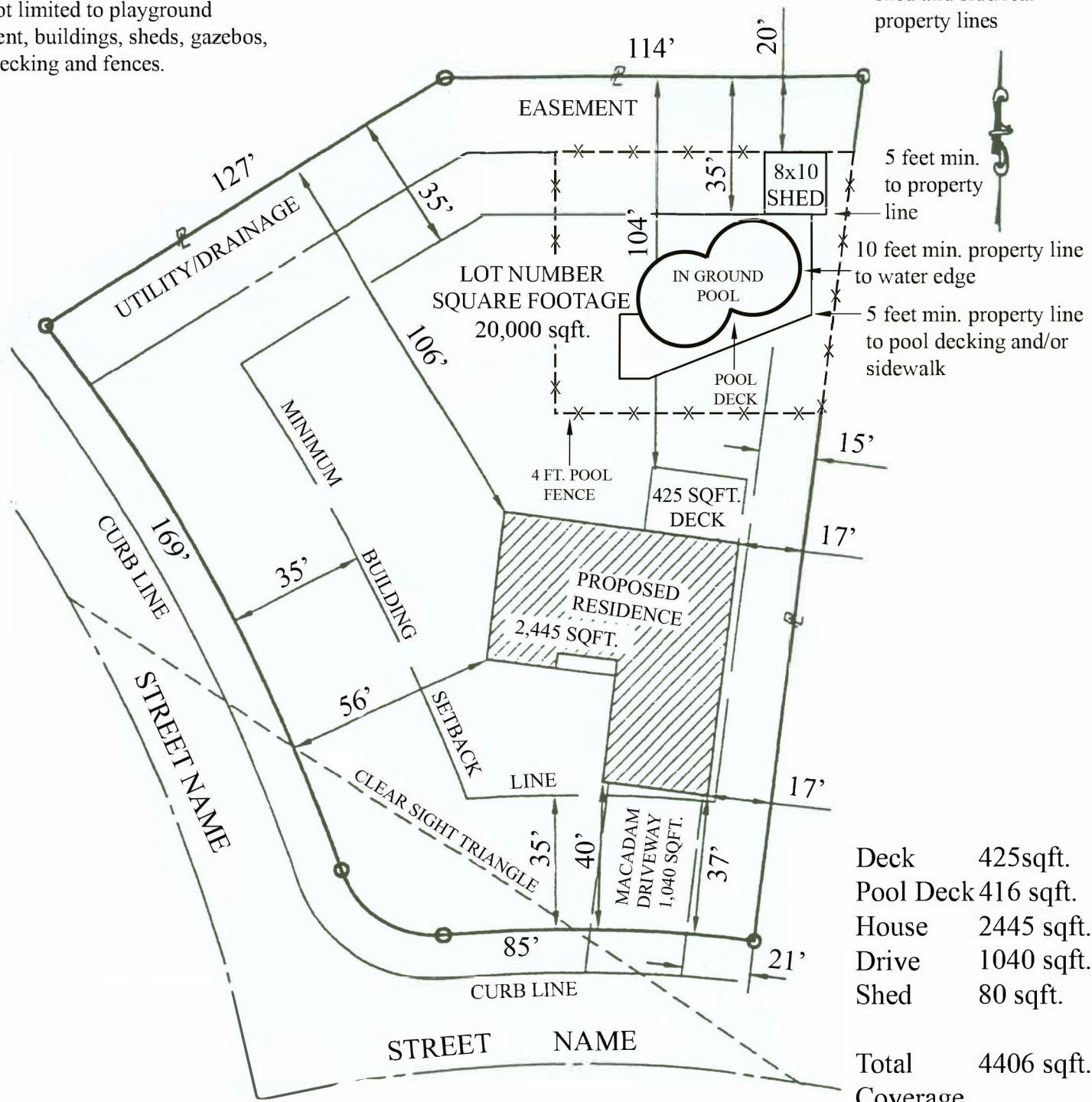
**“Nothing shall be placed, planted, set, or put within the area of the 100 foot clear site triangle that has the possibility of growing in excess of 30 inches or may obscure motorist vision.”**


  
**Manheim Township**  
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Nothing shall be placed, planted, set, or put within the area of the easement that would adversely effect the function of the easement. This includes but is not limited to playground equipment, buildings, sheds, gazebos, pools, decking and fences.

Sheds may be located up to, but not into an easement

Maintain a minimum of 5 feet setback between shed and side/rear property lines



Nothing shall be placed, planted, set, or put within the area of a clear site triangle that has the possibility of growing in excess of 30 inches or may obscure motorist vision.

Name	
Address	
City, State, Zip code	
Home Phone	Work Phone

## TYPICAL POOL SITE PLAN

SCALE: 1" = 40'0"