



Department of Health  
and Human Services  
Maine People Living  
Safe, Healthy and Productive Lives

Paul R. LePage, Governor

Ricker Hamilton, Commissioner

Tel. (207) 287-5671

Health Inspection Program

Department of Health and Human Services  
Maine Center for Disease Control and Prevention  
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**REGISTRATION FORM FOR PUBLIC SWIMMING POOL AND SPA**

1. Owner/Operator of Pool: \_\_\_\_\_
2. Establishment: \_\_\_\_\_
3. Location: Street \_\_\_\_\_ Town or City: \_\_\_\_\_
4. Owner Mailing Address: \_\_\_\_\_  
Town \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_  
Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_
5. Location of Pool/Spa: Indoor [ ] Outdoor [ ]
6. Capacity in Gallons : \_\_\_\_\_
7. Dimensions for **In-Ground Pool**: Length \_\_\_\_\_ FT. Width \_\_\_\_\_ FT. Surface Area : \_\_\_\_\_ FT<sup>2</sup>  
Greatest Depth : \_\_\_\_\_ FT. Minimum Depth : \_\_\_\_\_ FT. Maximum Bottom Slope \_\_\_\_\_ %  
Dimensions for **Above Ground Pool**: Round : Depth \_\_\_\_\_ FT Diameter \_\_\_\_\_ FT  
Greatest Depth : \_\_\_\_\_ FT. Minimum Depth : \_\_\_\_\_ FT. Maximum Bottom Slope \_\_\_\_\_ %  
Square or Rectangular: Length \_\_\_\_\_ FT. Width \_\_\_\_\_ FT. Surface Area : \_\_\_\_\_ FT<sup>2</sup>  
Greatest Depth : \_\_\_\_\_ FT. Minimum Depth : \_\_\_\_\_ FT. Maximum Bottom Slope \_\_\_\_\_ %
8. Dimensions for **Spa**: Depth \_\_\_\_\_ FT Diameter \_\_\_\_\_ FT
9. Recirculation Pump Capacity: \_\_\_\_\_ GPM
10. Turnover Rate in Hours: \_\_\_\_\_ HRS.
11. Type of Filter (Check One)  
Sand Filter [ ] High Rate Sand Filter [ ] Diatomaceous Earth [ ] Cartridge Filter [ ]  
Other, specify: \_\_\_\_\_  
Loading rate: Recirculation Rate \_\_\_\_\_ GPM/SQ. FT. Filter Area \_\_\_\_\_ SQ. Ft.
12. Method of Filter Backwash Disposal: \_\_\_\_\_  
If other than public sewer, provide an HHE-200 Form (Subsurface Wastewater Disposal System Application).
13. Diameter of Recirculation Piping \_\_\_\_\_ (inches)

14. Number of Skimmers: \_\_\_\_\_ (1 PER 500 SQ. FT. required.)
15. Size of Gutter: \_\_\_\_\_ (REQUIRED IF POOL SURFACE AREA IS GREATER THAN 1600 SQ. FT.)
16. Height of Board (if any) : \_\_\_\_\_ Depth of water 12 feet beyond end of board : \_\_\_\_\_

**REQUIRED DEPTH FOR DIVING BOARD OR PLATFORM: 8'-6" FOR 2' BOARD HEIGHT OR LESS; 10'-0" FOR 1 M. BOARD HEIGHT OR LESS.**

Purification Equipment: \_\_\_\_\_

Amount of Chemicals Used per Day, in pounds:

Chlorine: \_\_\_\_\_ Alum: \_\_\_\_\_

Soda Ash: \_\_\_\_\_ Other: \_\_\_\_\_

17. Fresh Water Supply Source \_\_\_\_\_

18. Average Bathing Load per day: \_\_\_\_\_

Number of Showers \_\_\_\_\_ Location : \_\_\_\_\_

Number of Toilets: \_\_\_\_\_ Urinals \_\_\_\_\_ Location: \_\_\_\_\_

I, \_\_\_\_\_, Owner/Operator of the business, hereby state that this  
PLEASE PRINT NAME CLEARLY

application is accurate to the best of my knowledge. I further stipulate that I am aware that deliberate falsification of the information herein shall be sufficient cause for denial of a license to operate the pool and/or spa. Discovery of deliberate falsification of information on this application after a license is issued may subject the individual to penalties, fines and other sanctions authorized by licensing statutes and rules, as well as the imposition of any other penalties, fines and sanctions provided by law.

Applicant's Signature \_\_\_\_\_ Date of Signature \_\_\_\_\_

## Public Swimming Pool and Spa Registration Instructions

When submitting an application for review of a public swimming pool to the Division of Environmental and Community Health, the applicant and/or designer must include the following for a complete application:

- (1) A completed Department of Health and Human Services Swimming Pool Registration Form.
- (2) Plan(s) of the pool showing depths, area, piping, and safety features, complying with the National Spa and Pool Institute's *Minimum Standards for Public Swimming Pools*. Plans submitted for approval must be drawn to a scale of 1/4 inch equals 1 foot, except that plans for public spas must be drawn to a scale of 1 inch equals 1 foot showing depths, area, and safety features, complying with the appropriate standards referenced in Section 2(B) of the Rules Relating to Public Pools and Spas, Ch. 202 (see Appendix A).
- (3) Plans and manufacturer's specifications for pumps, filtering, and sanitizing equipment, including all interconnecting piping and control valves.
- (4) A complete HHE-200 Form (Subsurface Wastewater Disposal System Application) if a separate building for showers and/or toilets is associated with the pool or spa **OR** if the pool backwash discharges to a subsurface system. For existing systems installed after 1974, check with your Town Office, or apply for a record search. Systems older than 1974 have no records, and a new design is necessary.
- (5) A review fee of \$15.00 is required. A check or money order made payable to the "Treasurer of State" needs to be submitted.
- (6) A pre-operational inspection is required. The Department must be notified at least 15 days in advance of placing the pool or spa in operation to allow for inspection and approval.

Upon receipt of all of the above, we will review your request. Please allow a minimum of 30 working days for the review.

If you have any comments or questions, please feel free to contact us.

### Registration, Inspection & Operation

Maine Center for Disease Control & Prevention  
Division of Environmental and Community Health  
Health Inspection Program  
286 Water Street, 3<sup>rd</sup> Floor  
Augusta, ME 04333

(207) 287-5671

## Appendix A

### STATE OF MAINE RULES RELATING TO PUBLIC POOLS AND SPAS CHAPTER 202 EXCERPT

#### SECTION 2. REGISTRATION, PLANS AND CONSTRUCTION

##### B. Approval of Plans

1. No city, town, village, plantation, institution, school, civic club, organization, person, firm, or corporation may construct any public pool or spa, or make changes in any already built or in the appurtenances thereof, until the plans have been submitted to, and approval received from, the Department. Applicable standards for all new and modified public pools and spas are listed in Sections 2(B)(2) through 2(B)(6). Copies of the standards are available for inspection at the Department offices during normal business hours.
2. Minimum standards for in-ground public pool design and operation (Class A, B, C, and F) are those set forth by the American National Standard for Public Swimming Pools (ANSI/NSPI-1 2003), as amended.
3. Minimum standards for above-ground or on-ground public pool design and operation (Class C) are those set forth by the American National Standard for Aboveground/ On-ground Residential Swimming Pools (ANSI/NSPI-4 1999), as amended.
4. Minimum standards for public spa design and operation are those set forth by the American National Standard for Public Spas (ANSI/NSPI-2 1999), as amended.
5. Minimum standards for all Class D pool design and operation are those set forth by the American National Standard for Aquatic Recreation Facilities (ANSI/IAF-9 2005), as amended.
6. All Class A, B, C, and F public pools, and all public spas, must comply with the specifications in Section 6(E).