

TO: Pitt County Swimming Pool/Spa Operators
FROM: Pitt County Environmental Health
DATE: January 26, 2022
RE: Swimming Pool Operational Permits & VGB Compliance Documentation for 2022

The summer months will be here before you know it & Pitt County Environmental Health wanted to remind all swimming pool owner/operators of all the information needed before scheduling & obtaining their operational permit, as well as other items to consider before submitting all the paperwork for the 2022 Pool Season. The following items should be completed (in full) & submitted **by April 1st, 2022** if an operational permit is desired for Memorial Day weekend:

- ✓ **Public Swimming Pool Operation Permit Application***
- ✓ **Pool Drain Safety (VGB) Compliance Data form*** (a separate form is required for each pumping system)
- ✓ **Pool Night Lighting Documentation Form*** (if applicable)
- ✓ **Permit Fee** (\$200 for Annual; \$100 for Seasonal)

*****The Pool Drain Safety (VGB) Compliance Data form must be submitted with the Public Swimming Pool Operation Permit Application*****

Owners/Operators who wish to be open for the Memorial Day weekend WILL NOT be guaranteed an inspection/permit if their completed paperwork (application & compliance data form) is not submitted by **April 1st, 2022.**

Time is needed for our department to review & verify that the information provided is correct & accurate on **all** paperwork before scheduling the permit inspection. All equipment should be examined for correct information & documented on the compliance data form. The information provided on this form should exactly match the equipment installed at your facility. Upon inspection, our department will verify this information. If discrepancies are found, it could cause significant delays in the issuance of your operation permit. Things to consider when examining your equipment & collecting information:

▪ **Have the main drain cover(s) expired?**

Drain covers have expiration dates & a pool cannot operate with expired drain covers.

▪ **Where can I find the flow rate (gallons per minute) of the pump & the main drain cover(s)? Does the flow rate of the pump exceed the flow rate of the drain cover(s)?**

The maximum flow rate of main drain covers & pumps (pump curves) are provided by the manufacturer & are typically available on their website. A pump curve on a pump system flow chart (performance curves) is specific to each manufactured pump. A line corresponding with the specific pump should be traced to the end to find the maximum flow rate. A reduction of flow may be required if drains are too small for the pump installed or if there are pump room restrictions. A certified pool company could also help with obtaining this information.

Once all the paperwork is filled out appropriately, is your pool ready to be inspected? A **Swimming Pool Operating Permit Checklist** is located on our website* that pool owner/operators should review to help determine if your pool is ready for a permit inspection. **One item** could cause the delay in the process of obtaining a permit to open, as well as an extra fee with a reinspection (\$50).

Any questions or concerns, please feel free to contact Marian Robertson, Environmental Health Program Specialist at 252-902-3214 or by email, marian.robertson@pittcountync.gov.

*For all forms & applications, please visit Pitt County Environmental Health at www.pittcountync.gov/238.

(Main Location) 201 Government Circle • Greenville, NC 27834 • www.PittCountyNC.gov/PCHD • 252-902-2300 • fax: 252-413-1446
(Environmental Health) 1825 Hospital Drive • Greenville, NC 27834 • www.PittCountyNC.gov/EHD • 252-902-3200 • fax: 252-902-3208

