1.0 PURPOSE:

The purpose of this document is to expedite the permitting and inspection of portable spas and hot tubs.

2.0 REVISION HISTORY:

New standard operating procedure. Changed SOP number from 110.3 on 12/30/10.

3.0 PERSONS AFFECTED:

Permitting and inspection staff.

4.0 ADMINISTRATIVE POLICY:

Permitting for a portable spa or hot tub shall only require zoning review and permits and may be issued through an APA account when faxing in a site plan indicating compliant zoning setbacks.

Inspection items to be entered by public service staff shall include:

- 8035 Pool/Spa Electric
- 8090 Pool/Spa Final/Barrier
- 9999 Permit Final

5.0 DEFINITIONS:

Not applicable.

6.0 RESPONSIBILITIES:

Not applicable.

7.0 PROCEDURES:

While no detailed plans for these installations will be required, inspectors will verify the following information:

- A disconnect shall be within sight of the portable spa
• Conductors shall be sized as follows:
  o 40 Amp circuits shall require minimum # 8 copper conductors
  o 50 Amp circuits shall require minimum # 6 copper conductors
  o 60 Amp circuits shall require minimum # 4 copper conductors

• Conductors shall be in cables rated for direct burial or shall be in approved conduit having the following minimum burial depth:
  o Direct burial cables: 24”
  o Rigid or intermediate metal conduit: 6”
  o Nonmetallic raceways (PVC): 18”

If the installation meets code requirements, only one inspection shall be required for approval. Preparation for inspection should include:

• Completing the pad supporting the spa or hot tub and placing the spa on it
• Trenching for the cable/conduit and installing all electrical components (note that the trench needs to be left open for inspection
• Installing an approved spa cover or providing alternate means of demonstrating barrier/enclosure requirements.

Upon approval of the inspection, underground cables/conduit may be covered and the spa may be filled with water.