



Charles County Department of Health
DIVISION OF ENVIRONMENTAL HEALTH
P.O. BOX 1050
WHITE PLAINS, MD 20695
301-609-6751
Fax# 301-609-6684
www.charlescountyhealth.org

License #: _____

Official Use: _____ Amount Due: _____ Date Paid: _____
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APPLICATION FOR SWIMMING POOL OPERATING LICENSE

Application is hereby made to operate a swimming pool or spa. The license application fee of **\$140** for seasonally operating pools/spas (Memorial Day-Labor Day) and **\$500** for annually operating pools/spas is due at the time of application. Fees are payable to the "[Charles County Department of Health](http://www.charlescountyhealth.org)". All swimming pool permits expire April 30th of each year. Renewal applications must be received by the Department prior to the expiration date of the license. Please complete this application in its entirety. Incomplete applications will be returned.

I. Applicant Information:

Name of Pool or Spa: _____

Owner of Pool or Spa: _____

Location of Pool or Spa: _____

Contact Person: _____ Phone Number: _____

Email Address: _____

Phone Number of Facility: _____

Pool Management Company (if applicable): _____

Pool Management Company Address: _____

Pool Management Company Telephone Number: _____

Address to which permit is to be mailed: _____

II. Operation:

Months _____ to _____ Night Use _____ Yes _____ No

Days _____ thru _____

Hours _____ to _____

III. Type of Pool or Spa:

_____ Recreational * _____ Indoors

_____ Semi-Public ** _____ Outdoors

_____ Limited Public Use ***

IV. Facility:

Maximum Bather Capacity: _____

Volume of Pool: _____ Wading Pool: _____ Spa: _____

Pump Manufacturer: _____ Pump Model: _____ HP: _____

Filter Manufacturer: _____ Filter Model: _____

Filter Type: _____ Hi-Rate sand _____ Cartridge _____ Diatomaceous Earth _____

Turnover Rate: Pool: _____ Wading Pool: _____ Spa: _____

Disinfectant Feeder Manufacturer: _____ Model: _____ Type: _____

Type Disinfection: _____ Chlorine _____ Bromine _____ Other _____

Main Drain covers checked and found secure _____ Yes _____ No _____

Suction Outlets and Main Drains VGBA Compliant _____ Yes _____ No (complete chart in VIII)

Heated: _____ Yes _____ No Heater Manufacturer: _____ Heater Model: _____

Backflow Preventers Provided and Checked _____ Yes _____ No Last Inspection Date: _____

Anti-scald Device present and checked _____ Yes _____ No _____

Method of Backwash Disposal _____ (provide copy of MDE discharge permit for ground discharge)

V. Safety Equipment – ALL MUST BE AVAILABLE:

_____ First Aid Kit _____ CPR Face Mask _____ Disposable Gloves _____ Safety Signage

_____ Bloodborne Pathogen Kit _____ Backboard _____ Rescue pole (min. 10ft)

_____ Rescue Tube or Ring Buoy with attached throwing rope

VI. Standard Equipment:

_____ Pool Test Kit (For disinfectant type used with current chemicals) _____ Drinking Water Fountain

_____ Telephone (direct dial to 911) _____ Lifeguard Chair

VII. Certifications:

_____ Certified operator (provide copy of pool operator cards) Number of certified operators _____

_____ Certified Lifeguards (provide copy of certification cards) Number of lifeguards _____

Number CPR Certified _____

VIII. Virginia Graeme Baker Act (Suction Outlet Cover) Compliance:

Suction Outlet Type	Manufacturer	Model #	Installation Date	Installer Name	Last Date Inspected
Main Drains					
Equalizer Lines					
Feature					
Other: _____					
Other: _____					

If any changes or replacements have been completed over the previous operating year, a VGBA form must be completed for those changes. If drain cover model or manufacturer has changed, the new installation must be approved by the State Office.

IX. Checklist of REQUIRED documents:

Application not complete without the following forms and documents:

- _ADA Affidavit
- _VGBA Compliance Form (including proof of installation if covers have been changed)
- _Workers Compensation form
- _Copies of Pool Operator Certification Cards
- _Copies of Lifeguard Certification Cards (as applicable)
- _MDE Discharge Permit (as applicable)

Signature of Applicant: _____ Date: _____

DEFINITIONS:

* "Recreational pool" means a pool that: is not a limited public-use pool, private pool, or semipublic pool, as defined in §B(7), (17), and (23) of this regulation; is provided as the owner's primary business or the facility's primary purpose, for example, a swim club or similar facility; is open for general admission to the public; is available to an individual paying a fee for use of the pool; is equipped with a sliding board, diving platform, water slide, water flume, or water recreational play equipment that is built into or attached to the pool structure; is provided by, or used by a youth camp, college/university/school, municipality, water park/amusement park/recreational water attraction; or an apartment complex, housing subdivision, or mobile home park with more than ten units; or is used more than 4 times a week for swimming lessons, water safety instruction, or swimming competition.

** "Semipublic pool" and "semipublic spa" means a pool or spa at a facility that: has pool use or spa use restricted to an individual staying at the facility, where the facility is a temporary dwelling, including a hotel, motel, campground, bed and breakfast having nine or more guest rooms, or similar temporary dwelling; holding membership at the facility, where the facility is an adult health club, retirement community, marina, condominium, or similar facility; residing at an apartment complex, housing subdivision, or mobile home park with ten units or less; receiving treatment at a physical therapy center pool, or spa, where the pool or spa is used for providing therapy; or who is the owner or an owner of the pool or spa and has a pool or spa that is not open for admission to the general public, available to an individual upon the payment of a fee for the use of the pool and spa; a limited public-use pool, a private pool, a private spa, or a recreational pool, as defined in §B(7), (17), and (18) of this regulation; equipped with a sliding board, diving platform, water slide, water flume, or water recreational play equipment that is built into or attached to the pool structure; and at a bed and breakfast that has eight or fewer guest rooms.

***"Limited public-use pool" means a private pool which is made available for use by: children in family day care under the care of a family day care provider at a family day care home as defined in COMAR 07.04.01; or an organized group, agency, or other person for swimming lessons or water safety training.



OFFICIAL USE ONLY

Approved by: _____

Approval Date: _____