



Residential Hot Tub Permit Submittal Requirements

- The City of Westminster will not issue a separate permit for the electrical work associated with a hot tub installation, such as a hot tub pre-wire. The City of Westminster issues one permit for all the work. The single permit covers the electrical, the hot tub install, the required barrier, and all other code required building elements.
- Provide an online building permit application with all appropriate information. The valuation is to reflect all labor and material costs, to include the cost of the hot tub itself.
- Provide a copy of a site plan. The site plan must address the following requirements:
 - Location of hot tub on lot.
 - Location and description of barrier. Barriers are not required where the hot tub or spa is equipped with a lockable safety cover that complies with ASTM F 1346.
 - Indicate the material the hot tub is being installed onto, i.e., gravel base, concrete base, or wood deck.
 - Indicated any glazing that is within 5' of water's edge of the hot tub and where the bottom edge of the glazing is less than 5' above the adjacent walking surface.
 - Indicate any overhead electrical wires that pass over the hot tub location and the anticipated height above the water's surface.
 - Address on the drawings how the National Electrical Code requirement for equal potential grounding is being met. Reference NEC section 680.42.
- Address in the online application "Description of Work" field or on a separate drawing what is being provided for electrical. Is the hot tub a 120v plug in or 240v hard wired feed? Is the electrical feed surface run or run underground?
- For hot tubs that are being placed on an elevated platform, i.e., a deck, provide an engineer's stamped letter that substantiates the deck's ability to handle the additional hot tub loads.