



**ENGINEERING REVIEW SECTION
ENGINEERS CERTIFICATE OF COMPLETION
POOL/SPA**

INSTRUCTIONS

Please fill out and submit this Engineers Certificate of Completion (ECC) to obtain an Approval of Construction of the pool or spa in accordance with Arizona Administrative Code (A.A.C.) R18-5-204.

GENERAL APPLICATION PROCESS

1. Submit this ECC and appropriate supplemental information and forms, which are identified in this form. Please refer to Form 222 for guidance on what should be submitted with this application and the number of copies. Please see the document entitled Application Submittal Locations to determine where to submit your application (county, city, regional office).
2. There are no fees associated with submitting an Engineers Certificate of Completion.
3. Satisfy any deficiency requests arising from the Department’s post-construction review of the submitted information.
4. Receive an “Approval of Construct” from the Department authorizing use of the water system.

LICENSING TIME FRAMES

Licensing Time Frames are specified by Arizona Department of Environmental Quality in AAC R18-1-525, which limits the number of business days ADEQ can review your project without a penalty. They are:

License Type	Administrative Review	Substantive Review	Overall Time Frame
Approval of Construction – Pool/SPA			
Standard	26	26	52
Complex	26	67	93



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GENERAL INFORMATION

1 Project Name and Information

Project Name _____
 Project Description _____

 ADEQ File # _____ LTF Number _____
 Date of Completion _____ Date of Piping Inspection _____
 Piping Inspection by The Registered Professional sealing this form (or attach a sealed certification letter)
 The county performed the inspection (attach the report)

2 Applicant (to whom the ATC was issued)

Name _____ Phone _____
 Title _____ Firm Name _____
 Mailing Address _____ City _____ State _____ Zip _____
 E-mail Address _____

3 Engineer, Architect, Registered Sanitarian, or licensed pool contractor (signing this form)

Name _____ Phone _____
 Arizona BTR Registration _____ Or, Pool Contractor License # _____
 Title _____ Firm Name _____
 Mailing Address _____ City _____ State _____ Zip _____
 E-mail Address _____

SUPPLEMENTAL INFORMATION

4 As-built Information (select one)

- The project was constructed as authorized for the Approval to Construct without any changes, or
- As-built plans have been submitted which include updated surveys, all projects changes from the authorized Approval to Construct, and are properly called out.

5 Operation and Maintenance Manual (select one)

- This project did not require the preparation of an Operation and Maintenance Manual, or
- An Operation and Maintenance Manual has been prepared for this project and a copy is at the pool location. This manual contains all instruction for all the components installed.

6 Certification Statement (To be completed by the person identified in item 3 above)

I, _____, a registered Arizona professional or licensed pool contractor in the State of Arizona, have inspected the construction of the above described project, and certify that the above identified information as true and correct. The materials utilized and the installation and construction of those materials and equipment are in conformance with the approved plans (except for changes noted in the as-builts), specifications, and applicable rules, engineering bulletins, and standards.

Affix Professional Seal
per AAC R18-2-204