



CITY OF DALLAS

Dear Pool and Spa Owners:

All public and semipublic pools/spas in the City of Dallas must have a permit to operate. Pool owners operating a pool/spa without a permit are subject to having the pool/spa closed and being issued a citation. Permit costs are \$175 for the first pool/spa and \$100 (per pool/spa) for any additional pool/spa(s). All permits expire the last day of February each year. All applications and fees are due by **March 1st of any year.**

An application for a Swimming Pool Permit can be downloaded from our website at <http://www.dallascityhall.com/dallas/eng/pdf/Building/SwimmingPoolPermit.pdf> or by clicking on "City Information", click on the "Forms" link, scroll down and click on the "Swimming Pool Permit" link. If you are unable to download the form, please contact the Special Collections Division of Dallas Water Utilities at 1500 Marilla Street, 2DS, Dallas, Texas 75201, (214) 670-3438, Monday through Friday, between the hours of 8:15 A.M. and 5:15 P.M. For additional information regarding the Swimming Pool Program, call the Department of Code Compliance at (214) 948-4095, Monday through Friday, between the hours of 8:00 A.M. and 5:00 P.M.

Pool Manager Classes

Chapter 43 A of the Dallas City Code requires a 'Manager of Operations' for a pool/spa to be trained by the City of Dallas before a Pool Permit can be issued. Certification classes are conducted by the Department of Code Compliance, Multi-Tenant Inspection Program, Pool Division.

To register for a class, please complete the application for a "**Manager of Pool Operations-Class Registration Form**" (PDF) and **fax** to the Department of Code Compliance at **(214) 948-4181**. Please make sure that you list a class preference date on the form. *You will be contacted by Code Compliance and notified **ONLY** if your class preference is not available.* A registration form must be completed for each person attending the class, feel free to copy the form if needed. The Maximum class size is thirty (30). Registration forms must be submitted to Code Compliance before registration fees can be paid.

After scheduling your class (See class schedule below), please mail your registration fee and a copy of your application to the: City of Dallas, Special Collections Division, PO Box 139076, Dallas, TX 75313-9076. Walk-in customers may bring their registration fee and application to the Special Collections Division, 1500 Marilla St., 2DS, Dallas, Texas 75201.

Registration Fee:

- \$40.00 per person, if managing a pool in Dallas
- \$60.00 if managing a pool outside of the city limits

Make checks payable to the: City of Dallas

Please Note: Registration payments are **non-refundable** and must be received before a certificate can be issued.

Code Compliance staff must be informed of any substitutions at least 24 hours prior to the class date. Failure to do so will result in loss of payment.

All students are required to bring a DPD pool test kit, calculator, and a pencil.

Class Schedule

<i>Location:</i>	<i>Dates:</i>		
Bachman Recreation Center 2750 Bachman Drive Dallas, TX 75220 MAPSCO: 33C 214-670-6266	January 11, 2005	January 18, 2005	January 25, 2005
	February 1, 2005	February 8, 2005	February 15, 2005
	February 22, 2005	March 1, 2005	March 8, 2005
	March 15, 2005	March 22, 2005	March 29, 2005
	April 5, 2005	April 12, 2005	April 19, 2005
	April 26, 2005	May 3, 2005	May 10, 2005
	May 17, 2005	May 24, 2005	October 4, 2005
	October 18, 2005	November 8, 2005	December 6, 2005

Martin Weiss Recreation Center 1111 Martindale Ave. Dallas, TX 75211 MAPSCO: 53K 214-670-1989	June 7, 2005 June 28, 2005 July 26, 2005	June 14, 2005 July 12, 2005	June 21, 2005 July 19, 2005
Kidd Springs Recreation Center 711 W. Canty St. Dallas, TX 75208 MAPSCO: 54 D 214-670-7353	August 2, 2005 September 13, 2005	August 16, 2005 September 27, 2005	August 30, 2005

Classes will begin at 8:30 a.m. and should be completed by 4:00 p.m. Should you need additional information, please contact the Multi-Tenant Inspection Program at (214) 948-4095.

If your certification expires at anytime in 2004-05, you must attend one of these classes.