



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 installation, the required barrier or cover, and all other code required building elements.

Submit an online building permit application with the following information:

1. Provide a copy of a site plan. The site plan must address the following requirements:
 - Location of hot tub on the lot.
 - Location and description of barrier or indicate lockable safety cover complying with ASTM F1346.
 - Indicate the material the hot tub is being installed onto, i.e., gravel base, concrete base, or wood deck.
 - Indicate any glazing (windows or glass doors) within 5' of the hot tub and indicate the height of the glazing above the adjacent walking surface.
 - Indicate any overhead electrical wires that pass over the hot tub and the anticipated height above the water's surface.
2. Indicate on the drawings the National Electrical Code requirement for equipotential bonding. Reference NEC section 680.26. Fully above ground outdoor listed hot tubs do not need to meet this requirement.
3. For hot tubs that are being placed on an elevated platform, i.e., a deck, provide an engineer's stamped letter that verifies the deck's ability to handle the additional hot tub load.
4. Provide a valuation. The valuation is to reflect all labor and material costs and include the cost of the hot tub itself.
5. Provide in the "Description of Work" field or on the plans if the hot tub is a 120v plug-in or 240v hard-wired connection. Indicate if the electrical line is underground or surface mounted.