



DEPARTMENT OF PLANNING AND ENVIRONMENT ENVIRONMENTAL SERVICES DIVISION

705 N. ZEEB RD., P.O. BOX 8645, ANN ARBOR, MI 48107-8645
PHONE: (734) 222-3800 FAX: (734) 222-3930

April 2008

RE: PROCEDURES FOR OUTDOOR POOL OPENING INSPECTION BY THE WASHTENAW COUNTY ENVIRONMENTAL SERVICES DIVISION

Dear Swimming Pool Owner/Operator:

It's time to start thinking about opening your pool for the swimming season. From past experience, most pools wish to be open by Memorial Day weekend. In order to avoid unnecessary delays in opening your pool facilities this year, we ask that the following steps be taken:

1. If you have not already done so, fill out in duplicate and return the application for Public Swimming Pool Operation Permit to the Michigan Department of Environmental Quality (MDEQ) in Lansing, along with the required fee. You should already have received this application. If you have not received your application from MDEQ, please call (517) 241-1353.
2. Contact your pool maintenance or service representative and make arrangements to have your pool checked to ensure that all equipment is operating properly. **A checklist of typical problems found during opening inspections is included in this packet to help you prepare for your Environmental Health inspection.** State law requires that each pool prepare and implement a contingency and emergency response plan. If you have questions regarding the development of this plan, please contact your sanitarian and he/she can review this information with you.
3. Telephone the Washtenaw County Environmental Services Division at (734) 222-3800 to schedule a pre-opening inspection of your pool facilities. **Please call at least two (2) weeks in advance of your proposed opening to schedule an inspection time.** Be advised that our staffs' calendars fill up quickly during this time of year. The sooner you schedule your inspection time, the more likely you will be able to get your pool open before the swimming season starts. However, in the interest of serving everyone, please do not schedule your inspection before you are ready.
4. You will receive an invoice after approval to open your pool. The inspection fees are \$54.00 for the first pool and an additional \$27.00 for each additional pool at that location. If your pool requires follow-up inspections, a \$108.00 fee per follow-up inspection will be assessed. If you schedule an appointment for the opening inspection and find that you will not be ready at the scheduled time, please call and cancel the inspection at least 48 hours prior to the scheduled appointment to avoid having to pay a reinspection fee.

Washtenaw County Environmental Services must inspect and approve your pool before you open to the public.

The Washtenaw County Environmental Services Division requires that pool and spa water quality be analyzed and results submitted to the Division every two weeks. The sampling can be performed by our Division, Washtenaw County Environmental Health Services (734) 222-3800, or by Environmental Support Services (248) 437-3133.

Our sampling service includes testing the pool or spa every two weeks. An Environmental Health staff person will visit the site, collect a water sample and test the pool or spa's water for disinfectant residual (chlorine or bromine), pH, and turbidity and forward the sample to a certified lab for bacteriological testing. This service is intended to provide an efficient sampling and monitoring procedure for swimming pools and spas. The cost is **\$29.00 per sample**. If you used our service last year, we will continue to sample your pool or spa. If you would like to contract with us, please call us at (734) 222-3800. In order to aid with our water sampling program, please have information available on the operating days/hours and when the pool will be closed for the season. If you know when the pool will be closed for any reason during the summer season, please contact us so we do not stop for a pool sample.

If you have unpaid sample fees from last year, these fees must be paid prior to your receiving approval to operate this year.

Good swimming, and have a healthy and safe summer.

Very truly yours,



Richard M. Fleece
Director
Environmental Health Services Division

Encl: Pool Operator's Pre-Opening Checklist
Safety Equipment Checklist
Swimming Pool Problems Troubleshooting Guide
Free Swimming Pool Training Informational Flyer