OWNER AND PROPOSED INSTALLATION

HOT TUB HOA APPROVAL PACKET

Fillable planning worksheet | Save your answers or print for a committee meeting

Use your association's official ARC/ACC form if one exists. The checklists below help assemble its supporting documents. HOA approval and local permits are separate.

1. Property and contact information

Homeowner or applicant

HOA or condominium association

Property address

Lot / unit

Best email / phone

Property manager / ARC contact

2. Spa and installation details

Brand / model

Spa type (portable, inflatable, built-in, etc.)

Exterior size / height

Surface (slab, patio, engineered deck)

Estimated installation date

Proposed location and distance to lot lines, windows, and shared areas

- [ ] Existing patio / deck
- [ ] New base or enclosure
- [ ] Electrical work planned

SUPPORTING PLANS AND IMPACT REVIEW

PREPARE THE SUBMISSION

Check your own community rules for exact required documents and standards

3. Common supporting documents to verify

- [ ] Association application form
- [ ] Site plan showing lot boundaries
- [ ] Photos of proposed location
- [ ] Base / deck details when relevant
- [ ] Drainage / wastewater plan
- [ ] Local permit status or question
- [ ] Current CC&Rs / design rules
- [ ] Spa brochure and dimensions
- [ ] Screening / landscape plan
- [ ] Power or licensed trade plan
- [ ] Neighbor-impact notes
- [ ] Insurance document if requested

4. Site and neighbor impact checklist

Placement / lot line concerns

Screening and visibility

Equipment hum / vibration / guest noise

Drainage and wastewater route

Access for cover, service, delivery

Local safety barrier / electrical review

SUBMISSION AND DECISION RECORD

TRACK YOUR HOA DECISION

Keep this page with the final application, written approval, and permit records

5. Submission and response log

Application sent (date)

Submission method / portal

Reference / tracking number

Committee receipt confirmation (date)

Published response period or due date

Decision date

Decision: approved / conditions / denied

Written conditions, missing items, or reason for denial

Changes requested / appeal or variance next step

6. Before installation begins

- [ ] Written HOA approval saved
- [ ] Local permit needs checked
- [ ] Contractor and electrical details confirmed
- [ ] Conditions and limitations reviewed