



## **LOCK BOXES FREQUENTLY ASKED QUESTIONS**

February 1, 2019

### **1. What is the definition of a public pool?**

**California Code of Regulations (Title 22), Division 4, Chapter 20, Section 65503**

states, ...all public pools and public pool sites, including, but not limited to:

- (1) Amusement park pools
- (2) Apartment house pools
- (3) Bed and breakfast inn pools
- (4) Campground pools
- (5) Club pools
- (6) Commercial pools
- (7) Condominium pools
- (8) Health or fitness club pools
- (9) Homeowner association pools
- (10) Hotel pools
- (11) Licensed day care facility pools
- (12) Medical facility pools
- (13) Mineral springs pools
- (14) Motel pools
- (15) Municipal pools
- (16) Public or private school pools

### **2. When will lock boxes be installed?**

Environmental Health Services (EHS) will start on February 1, 2019. The tentative completion date is June 30, 2019.

### **3. Do I need to pay for the lock box?**

No, there is no charge for the lock box.

### **4. Where will you place the lock box?**

In general, we will place the lock box at a pool's front gate. If you have a specific location to place the lock box, email your request to [JeGonzales@smcgov.org](mailto:JeGonzales@smcgov.org). EHS will file your request and contact you prior to installation.



**5. What does the lock box look like?**

EHS' lock box will have a San Mateo County seal affixed to the front surface. Most of the lock boxes will hook onto the pool fence. There is an option to mount lock boxes to a wall. However, EHS will not drill on your property.



**6. Will EHS use a drill to install a lock box on my property?**

No, EHS will not drill on your property. A lock box will be provided to you for installation if it needs to be mounted to a wall.

**7. Who will have access to the lock box code?**

Only EHS staff will have access to the lock box code.

**8. If I currently have a lock box installed, can I give EHS the code to the lock box?**

Yes, you may provide EHS with the current lock box code. However, please notify your inspector if the code changes in the future.

**9. Will EHS share the lock box code with the Fire Department?**

EHS will not share the lock box code with the Fire Department.

**10. How do I know if EHS currently has a copy of my pool keys?**

Contact your pool inspector. You may find your inspector's name on your last pool inspection report. Your pool reports are normally emailed to you after each inspection.



### **11. Where and how can I drop off my keys?**

Please hold onto your keys until you are contacted. EHS may already have a set of your keys.

If you would like to drop off keys at EHS' office, please place your keys in an envelope and write your facility's name and address on each set of keys, including pool gate, equipment room, and any ancillary area keys. Label the envelope with attention to Jennifer Gonzales/Ngai Wong on your envelope.

### **12. Which facility does not require a lock box to be installed?**

In general, EHS will not install lock boxes at facilities that do not require key access, or always have onsite staff to provide access. Examples of facilities that may not need a lock box include: public schools, hotels/motels, community pools, nursing homes, retirement homes, fitness clubs, or country clubs, etc.

### **13. Who should we contact for further questions?**

You may email Jennifer Gonzales at [JeGonzales@smcgov.org](mailto:JeGonzales@smcgov.org), or Ngai Wong at [nwong@smcgov.org](mailto:nwong@smcgov.org) for more information.