Chelan-Douglas Health District
200 Valley Mall Parkway, East Wenatchee, WA 98802

K-12 School Playground
Plan Review Process

Before adding a K-12 school playground or moving/modifying equipment, you must submit your plans to Chelan-Douglas Health Department for review (see Washington Administrative Code [WAC] 246-366-040).

Process

1. Submit plan review application packet to Chelan-Douglas Health District (CDHD). We recommend you submit your plans before ordering equipment. Payment for a minimum of 2 hours is required at submittal.
2. We review for compliance and safety. We may ask you for additional materials by email.
3. We email an approval letter to you.
4. Playground construction occurs. If changes to the project are proposed during construction, e.g., different equipment, placement or surfacing, CDHD must be notified in advance and must approve proposed changes.
5. Call CDHD at 509-886-6400 to schedule a pre-occupancy inspection. Requests should be made one week in advance (five working days) to allow for scheduling. A pre-occupancy inspection must be successfully completed before using the playground.
6. CDHD completes pre-occupancy inspection and approves playground for use. Open the playground.
7. CDHD bills you for any additional time over 2 hours spent on plan review, site visits and final inspection at the current hourly rate listed in our fee schedule. Fee Schedule. Questions? Call (509) 886-6400 or email schools@cdhd.wa.gov

Application Packet

❑ 1. Completed K-12 School Playground Plan Review Application.
❑ 2. Completed K-12 School Playground Supplemental Questions.
❑ 3. Overhead drawing or footprint plan of playground layout (see next page for example) showing the following information.
- ❑ a. Containment border for all surfacing material under the playground equipment.
- ❑ b. Location of fences, trees, buildings, concrete, asphalt and septic system drain fields.
- ❑ c. Directional arrow showing true north.
- ❑ d. If drawn to scale, indicate scale.
- ❑ e. Location of existing playground equipment.
- ❑ f. All equipment to be installed. Note activities attached to composite (multi-activity) structures.
- ❑ g. Use zone around each piece of equipment. Use arrows to show distances between each piece of equipment (existing and new) and from equipment to containment border.
- ❑ h. Distance of slide use exit zone from end of slide and length of flat exit region at end of slide bed (11 inches minimum length, 0 to -4 degree slope). Slide exit use zone is equal to slide height and measured from end of slide bed (minimum 6 feet; does not need to be greater than 8 feet).
- ❑ i. Height of all decks or platforms for each piece of equipment. Indicate if platforms have guardrails or barriers.
- ❑ j. Height of all balance beams, spring toys, seesaws or other equipment less than 30 inches tall. Maximum height for balance beams is 12 inches for children 2 to 5 years and 16 inches for children 5 to 12 years.
- ❑ k. Height of all upper body equipment (arch climbers, overhead ladders, etc.). Maximum allowable height is 60 inches for children 2 to 5 years and 84 inches for children 5 to 12 years.

- ❑ l. Handle height for track rides. Allowable height is 64 to 78 inches.
- ❑ m. Height of all swing structures. To-and-fro swings are measured from ground to pivot point. Tire swings are measured from seat to pivot-point.

❑ 4. Manufacturer cut sheets with pictures of each new piece of equipment and design specifications.

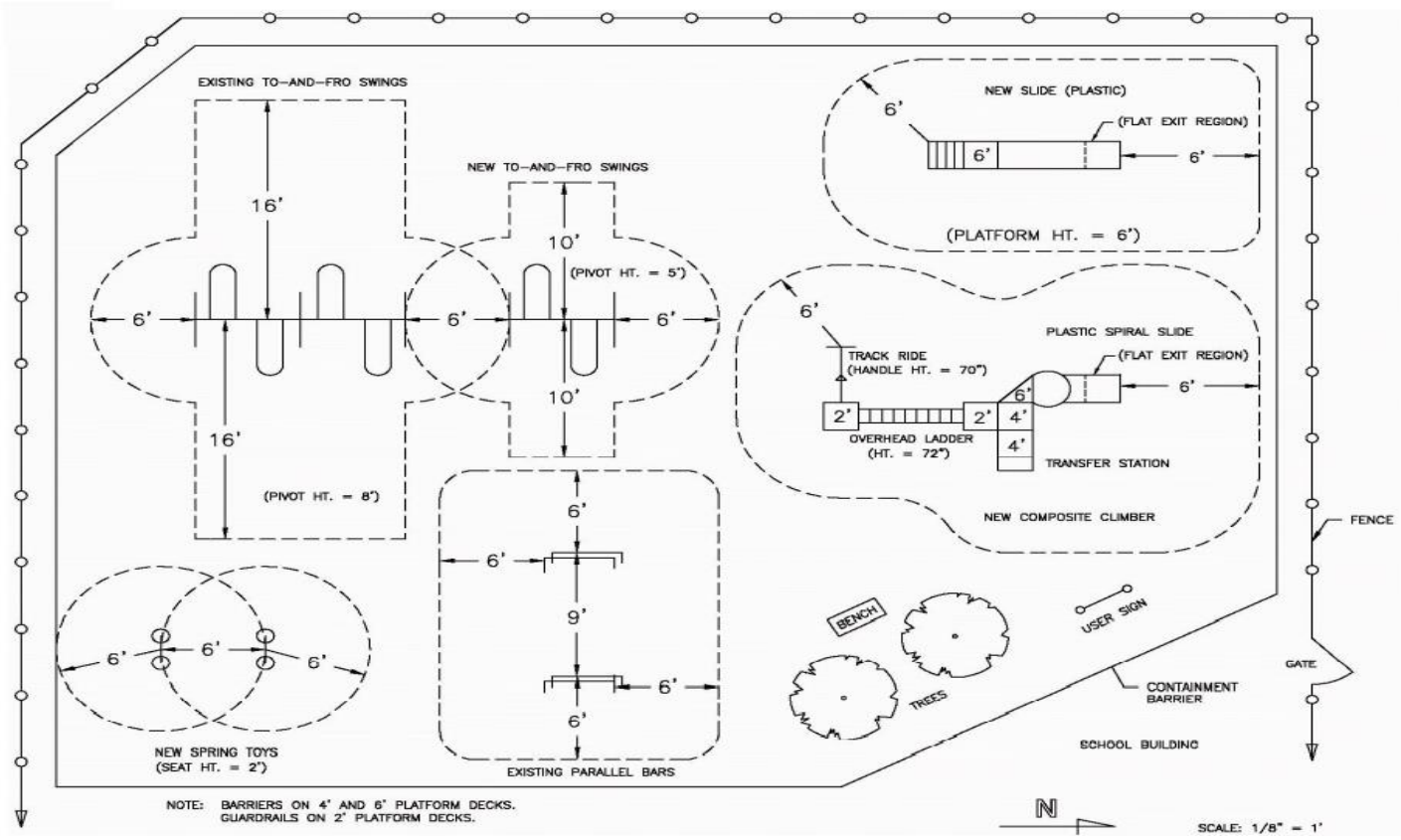
❑ 5. Letter from manufacturer of protective surfacing material stating compliance with ASTM F 1292.

❑ 6. Letter from manufacturer stating equipment being purchased meets or exceeds standards in the current American Society for Testing and Materials Standard Consumer Safety Performance Specification for Playground Equipment for Public Use (ASTM F 1487-11) and U.S. Consumer Product Safety Commission Public Playground Safety Handbook November 2010 (CPSC PPSH).

❑ 7. Manufacturer documents for installation, surfacing and equipment compliance, maintenance/repair instructions, inspection procedures, parts lists and installation instructions.

❑ 8. If equipment pieces are located closer than minimum use zones specified in the current ASTM F 1487-11 and CPSC PPSH, provide manufacturer letter stating equipment is designed to be installed in this configuration (i.e., “functionally linked”).

Example Overhead Drawing of Proposed Playground Layout Provided only as an illustration of information required on plan.



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K-12 School Playground
Plan Review Application

HEALTH DEPARTMENT USE ONLY

Project

◯ New Equipment ◯ Relocating Equipment ◯ Other_____

Est. Start Date_____ Est. Completion Date_____

Site

School District _____

School Name _____

Address _____

City _____State_____ Zip_____

School

Project Manager _____

Email _____

Address _____

City _____ State _____ Zip _____

Billing

Name _____ Email _____

Address _____

City _____State _____ Zip _____

Office Phone _____Cell Phone _____

Equipment

Company _____

Representative _____ Email _____

Office Phone _____ Cell Phone _____

Installer

Company _____

Representative _____Email _____

Office Phone _____ Cell Phone _____

_____ _____ _____

Signature Title Date

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K-12 School Playground Supplemental Questions

Surfacing

What type of surfaces will be installed?

☐ Unitary synthetic materials* ☐ Engineered wood fiber* ☐ Sand ☐ Wood Chips ☐ Shredded Tires

☐ Shredded bark _____ ☐ Other _____

How deep will materials be? _____ inches **ADA accessible surfacing materials*

For more information about surfacing materials, refer to U.S. Consumer Product Safety Commission Public Playground Safety Handbook 2010 (CPSC PPSH) section 2.4, page 8 to 10

Site Design

What is the intended age group for the playground?	◯ 2 to 5 years	◯ 5 to 12 years
If the playground contains equipment for both age groups, does a distance separate the two areas?	◯ Yes	◯ No
Will posted signs indicate the appropriate age of users?	◯ Yes	◯ No
Is the playground fenced and separated from traffic?	◯ Yes	◯ No
Are barriers and landscaping designed to allow users to be supervised?	◯ Yes	◯ No
Is the site level and well-drained?	◯ Yes	◯ No
Is a septic system located on school grounds?	◯ Yes	◯ No

If yes, the playground cannot be located over the drain field. Show drain field on overhead drawing/footprint plan.

Equipment Design

If installing fulcrum seesaws, seats have padding underneath to prevent arms and legs from being crushed between the seat and the ground?	◯ Yes	◯ No	◯ N/A

What is the seesaw height (distance between maximum attainable height and the ground)? _____inches

Slide bed exit region length (portion parallel to ground). _____inches

Does the slide layout meet the minimum ASTM F 1487011 and CPSC PPSH slide exit use zone based on slide height?	◯ Yes	◯ No	◯ N/A

Equipment Height

To and fro Swings (distance from ground to pivot point)	_____inches
Tire swings (distance from seat to pivot point)	_____inches
Upper body equipment (maximum height of equipment)	_____inches
Spring Toys (height of seat or highest designated play surface	_____inches
Balance Beams	_____inches
Track rides (handle height above ground)	_____inches

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K-12 School Playground Supplemental Questions

Equipment listed below is NOT Recommended for Children 2 to 5 years

Free standing arch climbers	Swinging Gates	Chain or cable walks
Parallel Bars	Overhead rings	Fulcrum seesaws, unless they are spring-centering
Vertical Sliding poles	Track rides	Long spiral slides (more than one 360 turn)
Log rolls	Free standing climbing events with flexible components	

Equipment listed below is NOT Recommended for Public Playgrounds

Animal figure swings	Giant Strides	Climbing ropes not secured at both ends
Swinging gates	Rope Swings	Swinging Dual exercise rings
Trapeze bars	Trampolines	Multiple occupancy swings

Equipment Layout

Refer to CPSC PPSH section 2.2 page 5 to 8 for guidance. Consider these recommendations.

- Locate ADA transfer stations near school entrances to minimize travel distance.
- Add extra circulation zones to minimum required use zones to reduce congestion.
- Locate active, physical activities in a separate area from more passive or quiet activities.
- Disperse popular, heavily used equipment to avoid overcrowding.
- Locate composite structures so play and traffic patterns around adjacent components are complementary.
- Locate slide exits and moving equipment like swings and merry-go-rounds at the edge or corners of the playground.
- Guy wires, power lines and tree limbs should be at least 7 feet above the playground surface.

_____	_____	_____
Signature	Title	Date

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